

Republic of the Philippines  
**COMMISSION ON HIGHER EDUCATION**  
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must  
be in MS Excel format



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the COMMISSION ON HIGHER EDUCATION in the CS

*Man*  
MARCELO M. UY  
HRMO

Date: 22-Oct-18

| No. | Position Title<br>(Parenthetical<br>Title, if<br>applicable) | Plantilla Item<br>No. | Salary/<br>Job/<br>Pay<br>Grade | Monthly<br>Salary | Qualification Standards |               |               |                                     | Place of Assignment     |
|-----|--|-----------------------|---------------------------------|-------------------|-------------------------|---------------|---------------|-------------------------------------|-------------------------|
|     |  |                       |                                 |                   | Education               | Training      | Experience    | Eligibility                         |                         |
| 1   | Administrative Ai  | CHED8-ADA6            | 6                               | 14340             | Completion of tw        | none required | none required | Civil Service (Sub-Professional) Fi | Regional Office VIII, 1 |
| 2   |  |                       |                                 |                   |                         |               |               |                                     |                         |
| 3   |  |                       |                                 |                   |                         |               |               |                                     |                         |
| 4   |  |                       |                                 |                   |                         |               |               |                                     |                         |
| 5   |  |                       |                                 |                   |                         |               |               |                                     |                         |

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than November 9, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

**MAURA CONSOLACION D. CRISTOBAL, CESO III**  
Director IV

Commission on Higher Education, CHED Bldg. Athletic Road, Quarry District, Tacloban City