

Republic of the Philippines  
EASTERN SAMAR STATE UNIVERSITY-SALCEDO CAMPUS  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of EASTERN SAMAR STATE UNIVERSITY-SALCEDO CAMPUS in the CSC website:

  
MIR-I-NISA Y. BOCO, Ed. D.  
(Head of Agency)

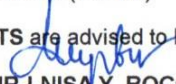
Date: January 6, 2023

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide III	ESSUB-ADA3-7-2011	3	14,125.00	Elementary School Graduate	None Required	None Required	None Required (MC 11,s. 96 - Cat. III)	N/A	ESSU-Salcedo Campus

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 January 17, 2023.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. This office encourage all interested and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender and expression (SOGIE)

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

  
DR. MIR-I-NISA Y. BOCO  
Campus Administrator  
ESSU-Salcedo Campus, Salcedo, Eastern Samar  
[essu\\_salcedo@yahoo.com](mailto:essu_salcedo@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.