


Republic of the Philippines  
**EASTERN SAMAR STATE UNIVERSITY**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the EASTERN SAMAR STATE UNIVERSITY in the CSC website:

  
DR. ANDRES C. PAGATPATAN, JR.  
SUC President III  
Date: 3/7/2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer II (Accountant I)	ESSUB-ADOF2-22-2004	11	25439	Bachelor's degree in Commerce/Business Administration major in Accounting	None Required	None Required	RA 1080	N/A	ESSU BORONGAN
2	XXXX									
3										
4										
5										
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10										

Interested and qualified applicants regardless of age, sex, sexual orientation and gender identity, civil status, disability, religion ethnicity or political affiliation should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than March 17, 2022.

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:

DR. ANDRES C. PAGATPATAN, JR.  
SUC President III  
Maypangdan, Borongan City, Eastern Samar  
op@essu.ph and info@essu.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.