

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

Republic of the Philippines  
EASTERN SAMAR STATE UNIVERSITY  
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 in the CSC website:

  
EDMUNDO A. CAMPOTO, Ph. D.  
(Head of Agency)

Date: 4-Jun-18

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	School Librarian-I	ESSUB-SL1-27-2004	11	20,179.00	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA 1080		ESSU Borongan
2	Administrative Officer-III (Records Officer-II)	ESSUB-ADOF3-16-2004	14	26,494.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Prof)/. Second Level Eligibility		ESSU Borongan
3	Administrative Aide-I (Utility Worker-I)	ESSUB-ADA1-92-2004	1	10,510.00	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat.III)		ESSU Borongan

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 June 30, 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 present position for one (1) year (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:

EDMUNDO A. CAMPOTO, Ph. D.  
President  
Maypangdan, Borongan City, E. Samar  
[edmundocampoto@yahoo.com](mailto:edmundocampoto@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**