

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:


EDMUNDO A. CAMPOTO, Ph. D.

SUC President

Date: 17-Jun-19

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	ESSUB-ADA3-55-2004	3	12466	Must be able to read and write.	None	None	None Required	-	ESSU Borongan
	Aide III					Required	Required	MC 11 s. 96-Cat-III		
	(Utility Worker-II)									
2	Administrative	ESSUB-ADA4-10-2009	4	13214	Completion of two years studies	None	None	CS Subprofessional	-	ESSU Borongan
	Aide IV				in college	Required	Required	First Level Eligibility		
	(Clerk-II)									
3	Administrative	ESSUB-ADA4-7-2005	4	13214	Completion of two years studies	None	None	CS Subprofessional	-	ESSU Borongan
	Aide IV				in college	Required	Required	First Level Eligibility		
	(Clerk-II)									

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. Attached the following documents to the application letter and send to the address below not later that July 5, 2019.

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;
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:

EDMUNDO A. CAMPOTO, Ph. D.
SUC President
Brgy. Maypangdan, Borongan, E. Samar

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.