


Republic of the Philippines  
(Name of Agency)

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)

This is to request the publication of the following vacant positions of Eastern Samar State University - Maydolong in the CSC website:

  
VICKIE MYRIL G. YADAO, Ph.D.  
(Head of Agency)  
Date: July 05, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Administrative Aide I	ESSUB-ADA183-2004	1	P10,982.00	Must be able to read and write	None required	None required	None required	ESSU-Maydolong
2	===== Nothing follows =====								
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 July 31, 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:

VICKIE MYRIL G. YADAO  
Campus Administrator  
ESSU-Maydolong, Maydolong, Eastern Samar  
[info.essu.maydolong@gmail.com](mailto:info.essu.maydolong@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.