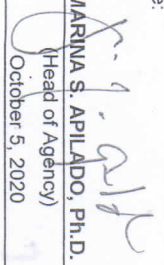


Electronic copy to be submitted to the CSC. FO must be in MS Excel format

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:


MARINA S. APILADO, Ph.D.
(Head of Agency)
Date: October 5, 2020

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 VI	ESSUB-ADDA6-6-2005	6	15,524.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	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 October 16, 2020.

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 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:

DR. MARINA S. APILADO
Campus Administrator
ESSU-Salcedo Campus, Salcedo, Eastern Samar
essu_salcedo@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.