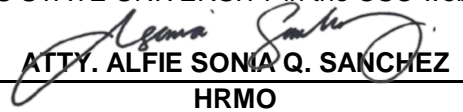


Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

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


ATTY. ALFIE SONIA Q. SANCHEZ
HRMO

Date: September 5, 2023

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 AIDE VI (Clerk III)	EVSUB-ADA6-15-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Campus Director's Office)
2	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-16-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Cashier and Disbursing Office)
3	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-17-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Records Office)
4	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-18-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Accounting Office)
5	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-19-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Human Resource Management Office)

6	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-20-2023	6	17,553.00	Completion of two-year studies in College	None required	None required	Career Service Subprofessional/ First level eligibility	N/A	Eastern Visayas State University-Carigara Campus (Budget Office)
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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 **September 15, 2023**.

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.

Note: This University highly encourages all interested and qualified applicants and promotes equal employment opportunity, to men and women at all levels of position without discrimination, regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation, to include the members of the indigenous communities and those with diverse sexual orientation, gender identity, and expression (SOGIE).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MARY JEAN P. YANGER, Ed.D.

Campus Director

EVSU-Carigara Campus, Carigara, Leyte

hrmdo.evsucc@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.