



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
 Tacloban City, Philippines

CS Form No. 9
 Series of 2017

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of **EASTERN VISAYAS STATE UNIVERSITY** in the CSC website:

(Signature)
 JOSELO O. AGUIRRE
 OIC-HRMO

Date: June 8, 2020

No	Position Title	Plantilla Item No.	Salary /Job/ Pay/ Grade	Annual Salary	Qualification Standards				Place of Assignment
					Education	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Casual 10)				Completion of two years in college or High School Graduate	None required	Career Service Sub-Professional First Level		EVSU Main Campus
2	Guidance Counselor I	EVSUB-GUIDC1-8-2011	SG 11	249,048.00	Master's Degree in Guidance & Counseling	None required	RA 1080 (Guidance Counselor)		EVSU Main Campus
3	Guidance Counselor II	EVSUB-GUIDC2-3-2011	SG 12	275,256.00	Master's Degree in Guidance & Counseling	None required	RA 1080 (Guidance Counselor)		EVSU Main Campus
4	Supervising Administrative Officer (Cashier III)	EVSU-SADOF-16-2005	SG 22	783,828.00	Bachelor's Degree Relevant to the Job	3 year's relevant experience	Career Service Professional /Second Level		EVSU Main Campus
5	Supervising Administrative Officer (HRMO)	EVSU-SADOF-15-2005	SG 22	783,828.00	Bachelor's Degree Relevant to the Job	3 year's relevant experience	Career Service Professional /Second Level		EVSU Main Campus
6	Registrar III	EVSUB-R3-10-2004	SG 18	487,644.00	Bachelor's Degree Relevant to the Job	2 year's relevant experience	Career Service Professional /Second Level		EVSU Main Campus
7	Administrative Officer IV	EVSUB-ADOF4-12-2004	SG 15	366,372.00	Bachelor's Degree Relevant to the Job	2 year's relevant experience	Career Service Professional /Second Level		EVSU Main Campus (Supply Office)

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 20, 2020**.

- 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;
- Performance rating in the present position for one (1) year (if applicable);

- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/e-mail their application to

DOMINADOR O. AGUIRRE, JR. DM
 University President
 EVSU, Salazar Street, Quarry District, Tacloban City

EASTERN VISAYAS STATE UNIVERSITY

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

EVSU, Salazar St.
 Quarry District, Tacloban
 6500 Philippines

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