



CS Form No. 9  
Series of 2017

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

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:

JOSEKITO T. ECLARISE  
DIE-HRMO

Date: August 12, 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	EVSUB-ADA1-16-2006 EVSUB-ADA1-13-2005	SG 1	138,812.00	Completion of two years in College or High school graduate	None required	None required		EVSU Main Campus
2	Administrative Aide II	EVSUB-ADA2-18-2009	SG 2	147,312.00	Completion of two years in College or High school graduate	None required	Non require		
3	Administrative Aide III	EVSUB-ADA3-61-2004	SG 2	156,228.00	Completion of two years in College or High school graduate	None required	Career Service Sub-Professional 1 <sup>st</sup> level		

Interested and qualified applicants should signify their interest in writing. Differently abled but qualified candidates are encouraged to apply. Attach the following documents to the application letter and send to the address below not later than **Aug. 24, 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](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 send through e-mail their application to

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

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

EVSU, Salazar St.  
Quarry District, Tacloban  
6500 Philippines

(053) 321-3269  
 (053) 321-1084  
 [www.evsu.edu.ph](http://www.evsu.edu.ph)  
 [evsuhrmo16@yahoo.com](mailto:evsuhrmo16@yahoo.com)