



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Tacloban City

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:


JOSELITO T. ECLIPSE
OIC - HRMO

Date: November 10, 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 Officer I (Supply Officer I)	EVSUB-ADOF1-21- 2004	SG 10	20,219.00	Bachelor's Degree relevant to the job	None required	None required	Career Service Professional Second Level		EVSU Main Campus
2	Administrative Aide I (10 casual)		SG 01	11,551.00	Completion of two years in College or High school graduate	None required	None required	None required		EVSU Main Campus

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 **November 20, 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 send through e-mail their application to

DOMINADOR O. AGUIRRE, JR. DM
University President

EVSU, Salazar Street, Quarry District, Tacloban City (hrmo@evsu.edu.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED



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