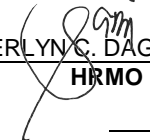


Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Request for Publication of Vacant Positions

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:


EDERLYN C. DAGAMI, CPA

HRMO

Date: May 16, 2022

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	SUPERVISING ADMINISTRATIVE OFFICER (HRMO IV)	EVSUB-SADOF-15-2005	22	69963	Bachelors Degree relevant to the Job	16 hours relevant training	3 years of relevant experience	Career Service (Professional) 2nd Level eligibility		EVSU MAIN CAMPUS
2	REGISTRAR I	EVSUB-R1-20-2004	11	25439	Bachelor's Degree	none required	none required	Career Service (Professional) 2nd Level eligibility		EVSU MAIN CAMPUS
3	DRAFTSMAN II	EVSUB-DFM2-27-2004	8	18998	Completion of two years studies in college or HS graduate with relevant vocational/trade course	4 hours relevant training	1 year of relevant experience	Draftsman MC 11 s. 1996 as amended by MC 10 s. 2013		EVSU MAIN CAMPUS
4	GUIDANCE COUNSELOR I	EVSUB-GUIDC1-8-2011	11	25439	Master's Degree in Guidance & Counseling	none required	none required	RA 1080 (Guidance Counselor)		EVSU MAIN CAMPUS
5	GUIDANCE COUNSELOR II	EVSUB-GUIDC2-3-2011	12	27608	Master's Degree in Guidance & Counseling	none required	none required	RA 1080 (Guidance Counselor)		EVSU MAIN 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 **May 26, 2022**.

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;
4. Photocopy of Transcript of Records; and
5. Training Certificates, Worksheet of Experience & Employment Certificate (if applicable)

NOTE: Persons with disability (PWD) and members with Indigenous community irrespective of sexual orientation and gender identity are encourage to apply.

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

DENNIS C. DE PAZ, Ph.D.

University President

LINO GONZAGA AVENUE, TACLOBAN CITY 6500

hrmo@evsu.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

