


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:


BEATRICE D. MABITAD, Ed.D.
Head, HRMDO EVSU-Ormoc Campus

Date: March 30, 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	Administrative Aide II (Reproduction Machine Operator I)	EVSUB-ADA2-17-2009	SG2	13,305.00	Must be able to read and write/Elementary School Graduate	None required	None required	None required	N/A	EVSU Ormoc City 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 April 9, 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; and
4. Photocopy of Transcript of Records.

Persons with disability (PWD) and members of 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:

GERRY B. DE CADIZ ,EnP, Ph.D.
Director, EVSU-Ormoc Campus
Brgy. Don Felipe Larrazabal, Ormoc City
evsuoc.director@evsu.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

