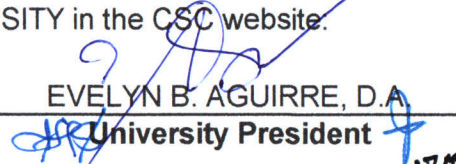


Republic of the Philippines
LEYTE NORMAL UNIVERSITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the LEYTE NORMAL UNIVERSITY in the CSC website.


EVELYN B. AGUIRRE, D.A.
University President

Date: January 12, 2022

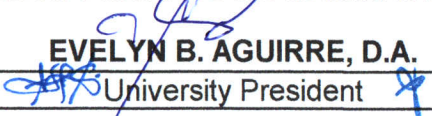
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary / Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Board Secretary III	LNUB-BS3-1- 2011	20	54,251.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Office of the President
2	Guidance Counselor III	LNUB-GUIDC3-1- 1998	13	28,276.00	Master's Degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		Guidance Unit
3	Guidance Counselor I	LNUB-GUIDC1-1- 1999	11	23,877.00	Master's Degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		Guidance Unit
4	Guidance Counselor I	LNUB-GUIDC1-8- 2008	11	23,877.00	Master's Degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		Guidance Unit

5	Guidance Counselor I	LNUB-GUIDC1-9-2008	11	23,877.00	Master's Degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		Guidance Unit
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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 January 24, 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.

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


EVELYN B. AGUIRRE, D.A.
 University President
 Leyte Normal University, P. Paterno St. Tacloban City
hrmo@lnu.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.