

Republic of the Philippines
COMMISSION ON HIGHER EDUCATION
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 COMMISSION ON HIGHER EDUCATION in the CSC website:

MARCELO M. UY

Chief Administrative Officer

Date: 17-Nov-23

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 VI	CHEED-ADDA6-39-2004	SG-06	17553	Completion of two (2) years of college	none required	none required	Civil Service (Sub- Professional) First Level Eligibility		Regional Office VIII, Tacloban City
2										
3										
4										

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 **December 14, 2023**.

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.
5. ***This Office encourages all interested and qualified applicants and promotes equal opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), ethnicity, political affiliation to include members of the cultural communities and those with diverse sexual orientation, gender identity and expression (SOGIE).***

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

MAXIMO C. ALIIBE, Ph.D., DPM, CESO III

Director IV

CHED Bldg., Athletic Road, Quarry Dist., Tacloban City

chedro8@ched.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



COMMISSION ON HIGHER EDUCATION

REGIONAL OFFICE VIII



November 17, 2023

MS. MA. NATIVIDAD L. COSTOBOLO

Director II
Leyte Field Office II
Civil Service Commission
Tacloban City Terminal, Tacloban City

Madam :

Greetings from CHEDRO VIII!

We are respectfully submitting herewith the CHEDRO VIII Request for Publication of Vacant Position. The same is also published at the cscro8.misc@gmail.com and at the CHED Bulleting Board.

Thank you for your most favorable action.


MAXIMO C. ALJIBE, PhD, DPM, CESO III
Director IV



Mydocs/HRD/Indorsement/ramel