

Republic of the Philippines  
**SOUTHERN LEYTE STATE UNIVERSITY**  
Sogod, Southern Leyte  
**Request for Publication of Vacant Positions**

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication/republishing of the following vacant positions, which are authorized to be filled, at the Southern Leyte State University, Sogod Campus, in the CSC website:

**VERONICA L. REOMA**

Administrative Officer V (HRMO III)

Date: 19-Feb-20

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary / Job / Pay Grade	Monthly Salary	Qualification Standards				Competency (If applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Science Research Specialist II	SLSUB-CADOF-3-2004	16	33,584.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service Professional / Second Level Eligibility		
2	Administrative Aide VI (Clerk III)	SLSUB-ADA6-55-2004	6	14,847.00	Completion of two years studies in college	None required	None required	Career Service Subprofessional / First Level Eligibility		
3	Administrative Aide V (Chauffeur I)	SLSUB-ADA5-2-2010	5	14,007.00	none required	none required	none required	Professional Driver's License (MC10, s. 2013 -Cat.IV)		
4	Administrative Aide V (Painter II A)	SLSUB-ADA5-58-2004	5	14,007.00	Elementary School Graduate	None required	None required	Painter (MC10, s. 2013 -Cat.II)		
5	Guidance Counselor II	SLSUB-GUIDC2-21-2004	12	22,938.00	Master's degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		
6	Science Research Assistant	SLSUB-SRAS-27-2004	9	17,975.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional / First Level Eligibility		
7	Administrative Aide III (Clerk I)	SLSUB-ADA3-73-2004	3	12,466.00	Completion of two years studies in college	None required	None required	Career Service Subprofessional / First Level Eligibility		

SLSU highly encourages interested and qualified applicants including persons with disability (PWD), members of indigenous communities and those from any sexual orientation and gender identities. Please feel free to inform the HRM Office in advance for the needed assistance.  
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 February 29, 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](http://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;
5. Photocopy of Service Record or Certificate of employment (if applicable); and
6. Photocopy of Certificates of trainings/seminars attended

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

**DR. PROSE IVY G. YEPES, Ed.D.**  
University President  
Brgy. San Roque, Sogod, Southern Leyte  
[op@slsuonline.edu.ph](mailto:op@slsuonline.edu.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.