

**Republic of the Philippines**  
**Southern Leyte State University, College of Agriculture, Foods & Environmental Sciences**  
**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 **SLSU-Hinunangan Campus** in the CSC website:

  
**WADE C. LIM, MPM-LGD**

Campus Director

Date: March 11, 2021

| No. | Position Title                                   | Plantilla Item No.  | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards               |               |               |   |                            | Place of Assignment    |
|-----|--|---------------------|------------------------|----------------|---------------------------------------|---------------|---------------|---|----------------------------|------------------------|
|     |  |                     |                        |                | Education                             | Training      | Experience    | Eligibility   | Competency (if applicable) |                        |
| 1   | Administrative Officer I<br>( Supply Officer I ) | SLSUB-ADOF1-27-2004 | 10                     | 21,205.00      | Bachelor's Degree relevant to the job | None Required | None Required | Career Service Professional /Second Level Eligibility | None                       | SLSU-Hinunangan 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 5, 2021 .

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2018) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (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 their application to:

  
 WADE C. LIM, MPM-LGD

Campus Director

SLSU-Hinunangan Campus, Hinunangan, Southern Leyte

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**