

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: 13-Mar-20

No.	Position Title <i>(Parenthetical Title, if applicable)</i>	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide V (Chauffeur I)	SLSUB-ADA5-2-2010	5	14,641.00	Elementary School Graduate	None required	None required	Driver's License (MC 11, s. 96, Cat II)		

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 June 28, 2019.

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.