Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines SOUTHERN LEYTE STATE UNIVERSITY

College of Business and Management

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (SOUTHERN LEYTE STATE UNIVERSITY-CBM) in the CSC website:

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F	REYNALOO L. PALER	
	HRMO	
Date:		

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly - Salary	Qualification Standard s				Diago of	
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Assistant Professor I	SLSUB-AP1-18-2018	15	30,531.00	Master's Degree in Business Administration or its allied	none required	none required	CPA [RA 1080]		San Juan, So. Leyte
2	Instructor I	SLSUB-INST1-3-2015	12	22,938.00	Office Administration or its allied	none required	none required	none required		San Juan, So. Leyte
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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 August 11, 2019.

- Fully accomplished Personal Data Sheet (PDS) with recent passportsized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
- 2. Performance rating in the present position for one (1) year (if applicable);
- 3.3. 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:

REYNALOO L. PALER		
HRMO		
San Juan. Southern Levte		
reylap odlanyer@yahoo.com		

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.