

**Republic of the Philippines  
Southern Leyte State University  
Hinunangan Campus  
Hinunangan, Southern Leyte**

**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:

  
**CAROL ANN B. ORIAS**

HRMO I

Date: January 13, 2023

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	Security Guard II	SLSUB-SECG2-7-2008	5	16,543.00	High School Graduate	None required	None required	Security Guard License (MC 11 s.-CAT II)	None	SLSU-Hinunangan Campus
2	Administrative Officer IV (Planning Officer II)	SLSUB-ADOF4-16-2004	15	36,619.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant training	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 **January 24, 2023**.

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.

This Office encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of positions without discrimination.

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

  
CAROL ANN B. ORIAS

HRMO I

SLSU-Hinunangan Campus, Hinunangan, Southern Leyte

[slsu\\_caes@slsuonline.edu.ph](mailto:slsu_caes@slsuonline.edu.ph)

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