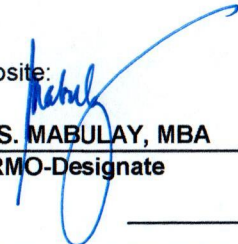


Republic of the Philippines
SOUTHERN LEYTE STATE UNIVERSITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the SOUTHERN LEYTE STATE UNIVERSITY in the CSC website:


ALEX S. MABULAY, MBA
HRMO-Designate

Date: 7/6/2022

No	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide VI (Clerk III)	SLSU-ADA6-65-2004	6	16877	Completion of two-year studies in College	None Required	None Required	Career Service (Sub-professional)/ First Level Eligibility	N/A	Tomas Oppus
2	Administrative Aide VI (Clerk III)	SLSU-ADA6-68-2004	6	16877	Completion of two-year studies in College	None Required	None Required	Career Service (Sub-professional)/ First Level Eligibility	N/A	Tomas Oppus
3	College Librarian I	SLSUB-CL1-102-2004	13	29768	Bachelor's degree in Library Science or Information Science or Bachelor of Science in Education/Arts major in Library Science	None Required	None Required	RA1080 (Librarian)	N/A	Tomas Oppus

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 July 16, 2022.

- 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;
- 2 Performance rating **in the last rating period** (if applicable);
- 3 Photocopy of certificate of eligibility/rating/license; and
- 4 Photocopy of Transcript of Records.

5 This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of positions without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

ALEX S. MABULAY, MBA

HRMO-Designate

San Isidro, Tomas Oppus Southern Leyte

asmabulay@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.