

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/republication 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:

17-Jun-19

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	Chief Administrative Officer	SLSUB-CADOF-3-2004	24	83,406.00	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	4 years of supervisory/ management experience	Career Service Professional / Second Level Eligibility		
2	Dentist III	SLSUB-DENT3-6-2004	20	51,155.00	Doctor of Dental Medicine or Dental Surgery	8 hours of relevant training	2 years of relevant experience	RA 1080 (Dentist)		
3	Guidance Counselor II	SLSUB-GUIDC2-21-2004	12	22,938.00	Master's degree in Guidance and Counseling	None required	None required	RA 1080 (Guidance Counselor)		
4	Science Research Assistant	SLSUB-SRAS-27-2004	9	17,975.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service Subprofessional/ First Level Eligibility		

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:

**MS. VERONICA L. REOMA**

Administrative Officer V (HRMO III)

SLSU, Sogod Campus, Sogod, Southern Leyte

[vireoma@gmail.com](mailto:vireoma@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.