



Republic of the Philippines  
**UNIVERSITY OF EASTERN PHILIPPINES**  
University Town, Northern Samar  
**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 University of Eastern Philippines in the CSC website.

*[Signature]*  
**CHERRY I. ULTRA, PhD**  
University President  
Date: January 12, 2021

No.	Position Title (Parenthetical Position, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Preferred Competencies	
1	<b>INSTRUCTOR I (Information Technology)</b>	UEPB-INST1-15-2011; UEPB-INST1-16-2011	12	24,495.00	Master's degree in the field of specialization	None required	None required	None required; RA 1080 (for courses requiring BAR/Board eligibility)	<b>Intermediate</b> in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation; <b>Basic</b> in the following areas: research and development, extension competency, and leading change <b>Basic</b> in the following areas: research and development, extension competency, and leading change	UEP Main Campus

Interested and qualified applicants (regardless of age, sex, marital status, race, religious/ethical belief, appearance, gender orientation/preference, regional/ethnic origin, disability, political affiliation, and family status) should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **JANUARY 28, 2021**.

1. Fully accomplished PERSONAL DATA SHEET (PDS) with recent passport-sized picture and work experience sheet (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; and
4. Photocopy of TRANSCRIPT OF RECORDS.

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

**CHERRY I. ULTRA, PhD**  
\_\_\_\_\_  
President  
\_\_\_\_\_  
University of Eastern Philippines  
\_\_\_\_\_  
University Town, Northern Samar 6400  
\_\_\_\_\_  
[uepnsofficial@gmail.com](mailto:uepnsofficial@gmail.com)

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