



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:

ROQUE A. IRADER
HRMO Supervising Administrative Officer
Date: February 24, 2020

No.	Position Title (Parenthetical Position, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignments
					Education	Training	Experience	Eligibility	Preferred Competencies	
1	Assistant Professor IV (Education)	UEPB-AP4-3-2017	18	42,159	Relevant Master's degree	8 hours of relevant training	2 years of relevant experience	None required; RA 1080 (for courses requiring BAR/Board eligibility)	Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, achievement orientation, research and development, extension competency, and leading change	UEP Laoang Campus

CS Form No. 9
Series of 2018

2	Assistant Professor I (Education)	UEPB-AP1-18-2009; UEPB-AP1-12-2017	15	32,053	Relevant Master's degree	4 hours of relevant training	1 year of relevant experience	None required; RA 1080 (for courses requiring BAR/Board eligibility)	<p>Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, achievement orientation, research and development, extension competency, and leading change</p>	UEP Laoang Campus
3	Instructor III (Education)	UEPB-INST3-39-2004	14	29,277	Master's degree in the field of specialization				<p>Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation</p> <p>Basic in the following areas: research and development, extension competency, and leading change</p>	

CS Form No. 9
Series of 2018

4	Instructor III (Engineering)	UEPB-INST3-13-2011	14	29,277	Master's degree in the field of specialization	4 hours of relevant training	1 year of relevant experience	None required; RA 1080 (for courses requiring BAR/Board eligibility)	<p>Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation</p> <p>Basic in the following areas: research and development, extension competency, and leading change</p>	UEP Laoang Campus
5	Instructor III (Criminology)	UEPB-INST3-17-2009	14							
6	Instructor I (Mathematics)	UEPB-INST1-29-2014	12	24,495		None required	None required			
7	Registrar II	UEPB-R2-1-2006	15	32,053	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	<p>Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, records management, computer skills, attention to details, achievement orientation, communication skills, writing skills, presentation</p>	

CS Form No. 9
Series of 2018

									skills, data management, facilitation skills, report preparation and documentation, knowledge of related regulations and procedures of oversight agencies and bodies, leading change	
--	--	--	--	--	--	--	--	--	--	--

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 **March 7, 2020**.

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;
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:

ROQUE A. IRADER
 HRMO Supervising Administrative Officer
 University of Eastern Philippines
 University Town, Northern Samar 6400
hrmouep@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS will NOT BE ENTERTAINED.