



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:

CHERRY I. ULTRA, PhD
University President
Date: September 9, 2020

No.	Position Title (Parenthetical Position, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards				Place of Assignments
					Education	Training	Experience	Eligibility	
1	Instructor I (Hospitality Management)	UEPB-INST1-11-2014							Intermediate in the following areas: exemplifying integrity and professionalism, delivering service excellence, interpersonal skills, flexibility, attention to details, and achievement orientation Basic in the following areas: research and development, extension competency, and leading change
2	Instructor I (Accountancy)	UEPB-INST1-16-2014	12	24,495	Master's degree in the field of specialization	None required	None required	None required; RA 1080 (for courses requiring BAR/Board eligibility)	
3	Instructor I (Biological Sciences)	UEPB-INST1-4-2014							

Interested and qualified applicants (regardless of age, sex, marital status, race, religious/ethnic 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 **September 28, 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:

CHERRY I. ULTRA, PhD

President

University of Eastern Philippines

University Town, Northern Samar 6400

uepnsofficial@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS WILL NOT BE ENTERTAINED.