

## REQUEST FOR PUBLICATION OF VACANT POSITIONS

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:

Date: August 20, 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	Instructor I (English)	UEPB-INST1-97-2002; UEPB-INST1-2-2012	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)	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	UEP Laoang Campus
2	Instructor I (Filipino)	UEPB-INST1-3-2012								
3	Instructor I (Electrical Engineering)	UEPB-INST1-36-2016								

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 21, 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](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 WILL NOT BE ENTERTAINED.**