

Republic of the Philippines
VISAYAS STATE UNIVERSITY
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 Visayas State University, Baybay, Leyte in the CSC website:

LOURDES B. CANO

HRMO
January 20, 2020

Date:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Exp.	Elig.	
1	Administrative Aide V (Painter II)	ADA5- 63-2004	5	14,007.00	Elementary School Graduate	None required	None required	Painter (MC 10, s. 2013 - Cat II)*	VSU MAIN
2	Administrative Aide V (Carpenter II)	ADA5- 66-2004	5	14,007.00	Elementary School Graduate	None required	1 year of relevant experience	Carpenter (MC 10, 20136 - Cat II)*	
3	Administrative Aide VI (Welder II)	ADA6- 77-2004	6	14,847.00	Elementary School Graduate	None required	1 year of relevant experience	Welder (MC 10, s. 2013 - Cat II)*	

Interested and qualified applicants should signify their interest in writing. Diverse applicants are encouraged to apply. Attach the following documents to the application letter and send to the address below not later than January 30, 2020.

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;
2. Performance rating in the present position for one (1) year (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:

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.


LOURDES B. CANO
Director, UOAHRO