

Republic of the Philippines
(Name of Agency)
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


Date: December 30, 2018

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	13,481	Elementary School Graduate	None required	None required	Painter (MC 10, s. 2013 (CAT II)*	GSD

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 Feb. 9, 2019.

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:


LOURDES B. CANO
Director, ODAHRD

ODAHRD, VSU, Visca, Baybay City, Leyte, odahrd@vsu.edu.ph; Personnel office@vsu.edu.ph; lourdesbcano@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.