



## SERVICE RECORD

(To be accomplished by the Employer)

**Name:** OLAIS GIEBERT G. (If married woman, give the maiden name.)  
Surname Given Name M.I.

**Birth:** April 26, 1992 Sogod, Southern Leyte (Data herein should be checked from  
Date Place birth or baptismal certificate or some  
reliable documents.)

This is to certify that the employees named herein above actually rendered services in this office as shown by the service record below. Each line of which is supported by appointment and other papers actually issued by this Office and approved by the authorities concerned.

Service (Inclusive Dates)		Record of Appointment		Annual Salary	Office/Entity/Division			Separation	
From	To	Designation	Status (1)	(2)	Station/Place of Assignment	Branch (3)	L/VARS W/O PAY	Date	Cause
03/22/17	12/31/17	Administrative Aide VI	P	166,212.00	SLSU-CTE	Nat.	None		Original Appt.
01/01/18	12/31/18	Administrative Aide VI	P	172,080.00	SLSU-CTE	Nat.	None		NBC # 572, dated Jan. 3, 2018
01/01/19	12/31/19	Administrative Aide VI	P	178,164.00	SLSU-TO	Nat.	None		NBC # 575, dated Mar. 25, 2019
01/01/20	03/21/20	Administrative Aide VI	P	186,288.00	SLSU-TO	Nat.	None		NBC # 579, dated Jan. 24, 2020
03/22/20	12/31/20	Administrative Aide VI	P	187,716.00	SLSU-TO	Nat.	None		RA No. 6758
01/01/21	12/31/21	Administrative Aide VI	P	195,900.00	SLSU-TO	Nat.	None		NBC # 584, dated Jan. 6, 2021
01/01/22	present	Administrative Aide VI	P	204,084.00	SLSU-TO	Nat.	None		NBC # 588, dated 1/3/2022

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Purpose: For employment purposes.

Issued in compliance with Executive Order No. 54, dated August 1, 1954 and in accordance with Circular No. 58, dated August 1, 1954 of the system.

Legend:

C - Casual  
CO - Contractual  
P - Permanent  
PR - Provisional  
T - Temporary  
TS - Temp/Subst.  
S - Substitute

Certified Correct:

ALEX S. MABULAY, MBA  
HRMD Officer-Designate

10/7/2022  
Date

OR #: 8574785

Issued on: 10/7/2022

At SLSU-TO

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