

BONTOC CAMPUS San Ramon, Bontoc, Southern Leyte Contact No: 09989791809 Email: cd_bt a southernleytestaten.edu.ph

Website: www.southernleytestateu.edu.ph



Excellence | | Service | Leadership | and | Good Governance | Innovation | | Social Responsibility | Integrity | | Professionalism | | | Spirituality |

SERVICE RECORDS

(To be Accomplished by Employer)

NAME	ELARDO	JOHN REY Q.	(If married woman give also full maiden name)
BIRTH	June 22, 2000	Bato, Leyte	(Date herein should be checked from birth of baptismal certification or some other reliable documents.

THIS IS TO CERTIFY that the employee 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 authority concerned.

SERVICE (Inclusive Dates)		RECORD OF APPOINTMENT OFFICE ENTITY/DIVISION					W/0	SEPARATION	
		Designation	Status	Salary	Station/Place of	Branch	Pay -	(4)	
From	То	Designation	(1)	(2)	Assignment	(3)	a di	Date	Cause
Jan. 16, 2023	May 19,2023	Part-time Instructor		270.00 per hour	SLSU-BONTOC	SUC	none	a Victory	The first
June 13, 2023	July 21, 2023	Part-time Instructor		270.00 per hour	SLSU-BONTOC	SUC	none	The second second	A SACRET
Aug. 14, 2023	Dec. 16, 2023	Part-time Instructor		270.00 per hour	SLSU-BONTOC	SUC	none		
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Issued in compliance with Executive Order No. 54, dated August 10, 1954, and in accordance with Circular No. 58, dated 10, 1954 of the system.

CERTIFIED CORRECT:

December 29, 2023 Date MERCY F. JADRAQUE Administrative Officer II





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CERTIFICATE OF EMPLOYMENT

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that JOHN REY Q. ELARDO, has been employed in Southern Leyte State University-Bontoc Campus, San Ramon, Bontoc, Southern Leyte as Part Time Instructor, from January 16, 2023 to December 16, 2023.

THIS CERTIFICATION is being issued to him for whatever legal purpose it may best serve.

ISSUED this 29th day of December, 2023 at SLSU-Bontoc Campus, San Ramon, Bontoc, Southern Leyte.

MERCY F. JADRAQUE
Administrative Officer II/HRMO I

O.R. No.: 0324890 Issued on: Dec.29,2023 (paid) Amount: P25.00



