

CS Form No. 33-B  
Revised 2018

(Stamp of Date of Receipt)

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Baybay City, Leyte

Mr./Mrs./Ms.: LES ANDRE B. PAMAOS

You are hereby appointed as Administrative Assistant II (Clerk IV) (SG 8, Step 1)  
(Position Title)

under Permanent status at the Office of the President  
(Permanent, Temporary, etc.) (Office/Department/Unit)

with a compensation rate of TWENTY-ONE THOUSAND FOUR HUNDRED FORTY-EIGHT (P  
21,448.00) pesos per month.

The nature of this appointment is Promotion vice N/A  
(Original, Promotion, etc.)

who N/A with plantilla Item No. VISCAB-ADAS2-49-2004 Page 1 of 1 pp.  
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing officer/authority.  
Subject to CSC attestation of the promotional appointment of the incumbent of the previous position.

Very truly yours,



**PROSE IVY G. YEPES**  
Appointing Officer/Authority

May 13, 2025  
Date of Signing

Accredited/Deregulated Pursuant to  
CSC Resolution No. 1801514, s. 2018  
dated 12/18/2018

DRY SEAL

(Stamp of Date of Receipt)

Republic of the Philippines  
**VISAYAS STATE UNIVERSITY**  
ViSCA, Baybay City, Leyte

**CERTIFICATION OF ASSUMPTION TO DUTY**

This is to certify that Ms. LES ANDRE B. PAMAOS has assumed the duties and responsibilities as Administrative Assistant II of Office of the President effective May 13, 2025.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Les Andre B. Pamaos as Administrative Assistant II.

Done this 6<sup>th</sup> day of May 2025 in VSU, Baybay City, Leyte.



**PROSE IVY G. YEPES**  
University President

Date: May 13, 2025

Attested by:



**HONEY SOFIA V. COLIS**  
HRMO

201 file  
Admin  
COA  
CSC


*For submission to CSC FO  
within 30 days from the  
date of assumption of the  
appointee*

REPUBLIC OF THE PHILIPPINES  
VISAYAS STATE UNIVERSITY  
ViSCA, Baybay City, Leyte

OATH OF OFFICE

I, LES ANDRE B. PAMAOS of the Office of the President having been appointed to the position of Administrative Assistant II hereby solemnly swear, that I will faithfully discharge to the best of my ability, the duties of my present position and of all others that I may hereafter hold under the Republic of the Philippines; that I will bear true faith and allegiance to the same; that I will obey the laws, legal orders, and decrees promulgated by the duly constituted authorities of the Republic of the Philippines; and that I impose this obligation upon myself voluntarily, without mental reservation or purpose of evasion.


SO HELP ME GOD.

  
**LES ANDRE B. PAMAOS**  
(Signature over Printed Name  
of the Appointee)

Government ID: VSU ID  
ID Number : V01150  
Date Issued : 12/19/22

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Subscribed and sworn to before me this 10th day of May, 2025 in VSU, Baybay City, Leyte,  
Philippines.

  
**PROSE IVY G. YEPES**  
(Signature over Printed Name  
of Person Administering the  
Oath)