

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.: JOSE ROLDAN C. GARCITOS

You are hereby appointed as Administrative Aide I (SG 1, Step 1)

(Position Title) Utility Worker I

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

with a compensation rate of TWELVE THOUSAND FIVE HUNDRED SEVENTEEN


(P 12,517.00) pesos per month.

The nature of this appointment is original vice VACANT  
(Original, Promotion, etc.)

, who N/A with plantilla Item No. VISCAB- ADA1-176-2004 Page 19 of 20 pp.  
(Transferred, Retired, etc.)

This appointment shall take effect on the date of signing by the appointing officer/authority.

Very truly yours,

  
EDGARDO E. TULIN  
Appointing Officer/Authority

February 2, 2022  
Date of Signing

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

DRY SEAL

(Stamp of Date of Release)

### Certification


This is to certify that all requirements and supporting papers pursuant to CSC MC No. 24, s. 2017 **as amended** have been complied with, reviewed and found to be in order.

The position was published at CSC BULLETIN from 10/8/2021 to 10/18/2021 and posted in Admin Bldg, USSO Bulletin Boards, jobs.vsu.edu.ph from 10/8/2021 to 10/18/2021 in consonance with RA No. 7041. The assessment by the Human Resource Merit Promotion and Selection Board (HRMPSB) started on December 10, 2021.

  
**HONEY SOFIA V.COLIS**  
OIC, HRMO

### Certification

This is to certify that the appointee has been screened and found qualified by the majority of the HRMPSB/**Placement Committee** during the deliberation held on December 10, 2021.

  
**DANIEL LESLIE S. TAN**  
Chairperson, HRMPSB/ **Placement Committee**

### CSC/HRMO Notation

ACTION ON APPOINTMENTS			Recorded by
<input type="checkbox"/> Validated per RAI for the month of _____			
<input type="checkbox"/> Invalidated per CSCRO/FO letter dated _____			
<input type="checkbox"/> Appeal	DATE FILED	STATUS	
<input type="checkbox"/> CSCRO/ CSC-Commission			
<input type="checkbox"/> Petition for Review			
<input type="checkbox"/> CSC-Commission			
<input type="checkbox"/> Court of Appeals			
<input type="checkbox"/> Supreme Court			

Acknowledgement