

Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
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  
3-Dec-20

Date:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assign ment
					Education	Training	Exp.	Elig.	
1									VSU MAIN
	Security Guard III	SECG3- 4-2010	8	17,505	High School Graduate	4 hours of relevant training	1 year of relevant experience	Security Guard License (MC 10, s. 2013 - Cat IV)***	

Interested and qualified applicants should signify their interest by aplying on line at [jobs.vsu.edu.ph](http://jobs.vsu.edu.ph) not later than December 13, 2020. Diverse applicants are encouraged to apply. Please attach the following documents to your application:

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](http://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.

This is a re-publication of the vacancy which lapsed due to the pandemic. Thus, those who already filed their applications earlier need not apply but will be included in the ranking. Only new additional applicants will be entertained and included in the screening, evaluation and ranking together with previous applicants.

Walk-in applicants or applications lodged through email will not be entertained. Qualified next in rank are automatically considered as applicants and shall be given preference in hiring. Applications with incomplete documents shall not be entertained and the applicant shall be considered as not qualified.



LOURDES B. CANO

Director, ODAS/HRM, VSU, Baybay City, Leyte  
[jobs.vsu.edu.ph](http://jobs.vsu.edu.ph)