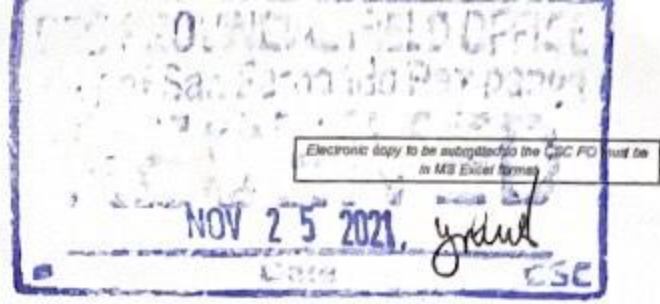


Republic of the Philippines
DON HONORIO VENTURA STATE UNIVERSITY
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Don Honorio Ventura State University in the CSC website.

MELY G. LIANGCO
Supervising Administrative Officer / HRMO
Date: November 25, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Senior Education Program Specialist	SREPS-23-2010	19-1	48313	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional/Second Level Eligibility	---	Vice President for Research, Extension and Training
2	Vocational Placement Coordinator III	VOCPC3-25-2010	18-1	43681	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	PBET/Teacher/RA 1080 Career Service Professional/Second Level Eligibility	---	Vice President for Student Affairs and Services

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than December 4, 2021.

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;
2. Performance rating in the last rating period;
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of certificate of trainings/seminars;
5. Photocopy of Transcript of Records;
6. Photocopy of Diploma; and
7. Letter of Intent addressed to the University President.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MELY G. LIANGCO
Supervising Administrative Officer / HRMO
DHVSU, Bacolor, Pampanga 2001
HR@dhvsu.edu.ph

"DHVSU is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, or any other characteristic protected by law."

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.