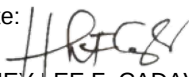


Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the EASTERN VISAYAS STATE UNIVERSITY in the CSC website:


HONEY LEE F. CADAVIS
SAO/HRMO IV

Date: August 5, 2026

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	UNIVERSITY EXTENSION SPECIALIST II	EVSUB-UEXSP2-9-2026	18	53,818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit - Main Campus
2	UNIVERSITY EXTENSION SPECIALIST II	EVSUB-UEXSP2-10-2026	18	53,818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit - Main Campus
3	UNIVERSITY EXTENSION SPECIALIST II	EVSUB-UEXSP2-11-2026	18	53,818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit - Main Campus
4	UNIVERSITY EXTENSION SPECIALIST II	EVSUB-UEXSP2-12-2026	18	53,818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit - Main Campus
5	ADMINISTRATIVE OFFICER V	EVSUB-ADOF5-5-2026	18	53,818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Office of the Director for Auxiliary Services
6	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-8-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Office
7	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-9-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Office

8	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-10-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Office
9	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-11-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Office
10	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-16-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Unit- EVSU Ormoc Campus
11	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-15-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Unit- EVSU Carigara Campus
12	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-13-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Unit- EVSU Burauen Campus
13	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-12-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Unit- EVSU Tanauan Campus
14	UNIVERSITY RESEARCH ASSOCIATE II	EVSUB-UNIRA2-17-2026	14	38,764	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Research Unit- EVSU Dulag Campus
15	UNIVERSITY EXTENSION ASSOCIATE II	EVSUB-UEXA2-16-2026	14	38,764	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit- EVSU Ormoc Campus
16	UNIVERSITY EXTENSION ASSOCIATE II	EVSUB-UEXA2-15-2026	14	38,764	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit- EVSU Carigara Campus
17	UNIVERSITY EXTENSION ASSOCIATE II	EVSUB-UEXA2-13-2026	14	38,764	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit- EVSU Burauen Campus
18	UNIVERSITY EXTENSION ASSOCIATE II	EVSUB-UEXA2-14-2026	14	38,764	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit- EVSU Tanauan Campus

19	UNIVERSITY EXTENSION ASSOCIATE II	EVSUB-UEXA2-17-2026	14	38,764	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility	N/A	Extension Services Unit- EVSU Dulag Campus
20	ADMINISTRATIVE OFFICER II (Financial Analyst I)	EVSUB-ADOF2-6-2026	11	31,705	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional)/Second Level Eligibility	N/A	Office of the Director for Auxilliary Services
21	ADMINISTRATIVE OFFICER I (Cashier I)	EVSUB-ADOF1-7-2026	10	26,917	Bachelor's Degree	None Required	None Required	Career Service (Professional)/Second Level Eligibility	N/A	Office of the Director for Auxilliary Services
22	ADMINISTRATIVE ASSISTANT III (Secretary II(A))	EVSUB-ADAS3-2-2026	9	24,329	Completion of two years studies in College (prior 2018), or Completion of Grade 12/Senior High School (starting 2016)	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Research Director
23	ADMINISTRATIVE ASSISTANT III (Secretary II(A))	EVSUB-ADAS3-4-2026	9	24,329	Completion of two years studies in College (prior 2018), or Completion of Grade 12/Senior High School (starting 2016)	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Vice President for Auxilliary Services
24	ADMINISTRATIVE ASSISTANT III (Secretary II(A))	EVSUB-ADAS3-3-2026	9	24,329	Completion of two years studies in College (prior 2018), or Completion of Grade 12/Senior High School (starting 2016)	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Extension Director
25	ADMINISTRATIVE ASSISTANT II (Clerk IV)	EVSUB-ADAS2-3-2026	8	22,423	Completion of two years studies in College (prior 2018), or Completion of Grade 12/Senior High School (starting 2016)	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional)/ First Level Eligibility	N/A	Publication and Printing Unit - EVSU Main Campus

26	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-29-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Vice President for Research, Innovation and Extension Services
27	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-40-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Extension Services Unit - Main Campus
28	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-41-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Extension Services Unit - Main Campus
29	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-30-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Research Unit - EVSU Main Campus
30	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-31-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Research Unit - EVSU Main Campus
31	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-43-2026	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Director for Auxilliary Services

32	ADMINISTRATIVE AIDE VI (Audio Visual Aids Technician I)	EVSUB-ADA6-28-2026	6	19,716	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016) OR Completion of relevant	None Required	None Required	Audio-Visual Equipment Operator/Technician (MC 10 s. 2013-Cat II)	N/A	Research Unit - EVSU Main Campus
33	ADMINISTRATIVE AIDE VI (Audio Visual Aids Technician I)	EVSUB-ADA6-38-2026	6	19,716	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016) OR Completion of relevant vocational/trade course	None Required	None Required	Audio-Visual Equipment Operator/Technician (MC 10 s. 2013-Cat II)	N/A	Research Unit - EVSU Main Campus
34	ADMINISTRATIVE AIDE VI (Audio Visual Aids Technician I)	EVSUB-ADA6-44-2026	6	19,716	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016) OR Completion of relevant	None Required	None Required	Audio-Visual Equipment Operator/Technician (MC 10 s. 2013-Cat II)	N/A	Office of the Director for Auxilliary Services
35	ADMINISTRATIVE AIDE VI (Audio Visual Aids Technician I)	EVSUB-ADA6-42-2026	6	19,716	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016) OR Completion of relevant vocational/trade course	None Required	None Required	Audio-Visual Equipment Operator/Technician (MC 10 s. 2013-Cat II)	N/A	Extension Services Unit - Main Campus
36	ADMINISTRATIVE AIDE VI (Clerk III)	EVSUB-ADA6-11-2023	6	19,716	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	EVSU Burauen Campus

37	ADMINISTRATIVE AIDE IV (Clerk II)	EVSUB-ADA4-4-2026	4	17,506	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Vice President for Auxilliary Services
38	ADMINISTRATIVE AIDE IV (Clerk II)	EVSUB-ADA4-3-2026	4	17,506	Completion of 2 years of studies in college (prior to 2018), OR Completion of Grade 12/Senior High School (starting 2016)*	None Required	None Required	Career Service (Subprofessional)/ First Level Eligibility	N/A	Office of the Extension Director
39	SECURITY GUARD I	EVSUB-SECG1-85-2004	3	16,486	High School Graduate (prior to 2016), OR Completion of Grade 10/Junior High School (starting 2016)	None Required	None Required	Security Guard License (MC 10, s.2013 - Cat.IV)	N/A	EVSU Burauen Campus

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 **August 15, 2026**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2025) and Work Experience Sheet (WES), if applicable, which can be downloaded at www.csc.gov.ph;
2. Photocopy of Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records.
5. Photocopy of Training Certificates (required for positions requiring Training);
6. Photocopy of Certificate of Employment/Service Record (required for positions requiring Work Experience)

This office highly encourages all interested and qualified applicants and promotes equal opportunity to all men and women at all levels and position without discrimination related to gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigineous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

QUALIFIED APPLICANTS are advised to submit their application through the online portal at <https://hris.evsu.edu.ph/>

DENNIS C. DE PAZ, Ph.D.

University President

Archbishop Lino R. Gonzaga Avenue, Tacloban City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.