

Republic of the Philippines
TARLAC 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 TARLAC STATE UNIVERSITY in the CSC website:

Electronic copy to be submitted to the CSC FO must be in MS Excel format

Tarlac State University
Records and Archives Unit No. 983
By/Date JUN 07 2024 5:11

RECEIVED
JUN 07 2024
Action Office: ROXANNE G. ORTIZ
Designation: Human Resource Specialist
Unique ID No.: R3TR

DIR. MARLON C. DELA CRUZ, RGC, Rpm
HRMO
JUN 07 2024

Date: _____

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	Instructor I	TSUB-INST1-19-2017	12	29165	Master's degree in the area of specialization or its allied/related fields	None required	None required	None required	<ul style="list-style-type: none"> • Able to teach Information Technology, Information Systems, Computer Studies or any computing subjects. • Contributes to team goal setting, work planning, and progress. • Helps team make significant progress toward accomplishing work assignments; builds on ideas of others to foster cooperation. • Displays a professional appearance in front of other people. • Builds rapport with the students and others, is attentive, and listens to them. 	College of Computer Studies
2	Instructor I	TSUB-INST1-20-2017	12	29165	Master's degree in the area of specialization or its allied/related fields	None required	None required	None required	<ul style="list-style-type: none"> • Able to teach Information Technology, Information Systems, Computer Studies or any computing subjects. • Contributes to team goal setting, work planning, and progress. • Helps team make significant progress toward accomplishing work assignments; builds on ideas of others to foster cooperation. • Displays a professional appearance in front of other people. • Builds rapport with the students and others, is attentive, and listens to them. 	College of Computer Studies

[Handwritten signature]

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

JUN 18 2024

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture & Work Experience Sheet (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last two rating period (if applicable);
3. Authenticated copy of valid license, eligibility, rating, certificate of employment and trainings/seminars attended (if applicable);
4. Photocopy of Awards, Plaque or Letter of Commendation for the last 10 years; Transcript of Records and Diploma.

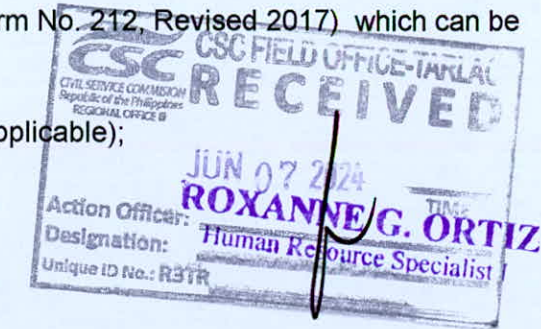
QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

DR. ARNOLD E. VELASCO

President

Tarlac State University

hrdmo_rsp@tsu.edu.ph



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.