

Republic of the Philippines  
**Tarlac State University**  
Request for Publication of Vacant Positions

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

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:

Tarlac State University  
RAU No 1136  
By/Date AUG 03 2022  
3:40  
MR. MARLON C. DELA CRUZ, RGC, CPHR  
HRMO  
Date: AUG 03 2022

CSC FIELD OFFICE-TARLAC  
**RECEIVED**  
AUG 03 2022 3:20 pm  
ROXANNE D. ORTIZ  
Human Resource Specialist I

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-INST1-16-2016	12	27608	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	RA1080 (for courses requiring BAR or BOARD Eligibility)	<ul style="list-style-type: none"> <li>• Able to handle advanced topics in Chemistry.</li> <li>• Contribute to the enhancement of research quality and thinking in the field by being involved in quality assurance, external decision making bodies, research councils, groups and subject associations.</li> <li>• With knowledge and skills in application of Industry experience.</li> <li>• With advanced knowledge in planning and designing instructional methods and materials.</li> <li>• Actively pursues transfer of knowledge and skills</li> <li>• Able to manage an environment that fosters physical, social and intellectual growth of students.</li> <li>• Displays a professional appearance in front of other people.</li> <li>• Demonstrates knowledge and skills in Research and Extension service.</li> </ul>	College of Science

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

AUG 16 2022

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 last two rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and original copy of certificate of employment (if applicable)
4. Photocopy of Transcript of Records/Form 137-A and Diploma.

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

MARLON C. DELA CRUZ  
Director  
Tarlac State University  
hrdmo\_rsp@tsu.edu.ph

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**