



Southern Leyte State University – Maasin City Campus announces its search of Instructor I Position

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|--------------------------|---|---------------------|
| POSITION TITLE | : | INSTRUCTOR I |
| Item No. (Station) | : | SLSUB-INST1-18-2020 |
| Salary Grade/Hourly rate | : | 12-1 |
| Monthly Salary | : | P 33,947.00 |
| Monthly Allowance | : | 2,000.00 |

Minimum Qualifications

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|-------------|---|---|
| Education | : | Bachelor’s Degree in Information Systems with a Master’s Degree in Information Systems or any related field |
| Experience | : | None Required |
| Training | : | None Required |
| Eligibility | : | None Required |

Documents Required:

1. Application letter addressed to:
DR. FREDERICK C. ANIGA
 Campus Director
 Southern Leyte State University-Maasin City Campus
 Tunga-tunga, Maasin City
 Southern Leyte
2. Authenticated copy of Transcript of Records and Diploma;
3. Comprehensive Curriculum Vitae
4. Fully Accomplished Personal Data Sheet (PDS) with recent passport-sized pictures (CS Form No. 212, Revised 2025) which can be downloaded at www.csc.gov.ph
5. Service Record (if employed in the gov’t sector) or Certificate of Employment (if employed in the private institution) (if applicable) as reflected in PDS
6. Performance rating in the last rating period (if applicable)
7. Photocopy of eligibility/license and ratings;
8. Photocopy of certificates of trainings/seminars and other related Certificates (if applicable) as reflected in PDS
9. NBI Clearance

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

QUALIFIED APPLICANTS are advised to send their application to SLSU-Maasin City Campus, Maasin City, Southern Leyte through this link <https://hrmis.southernleytestateu.edu.ph/job-vacancy> in PDF File not later than **July 5, 2026**

Note: All applicants must access to the online job portal to start their application process.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared by:

(SGD) Gloreina M. Mercado, MPA
HRMO II

Noted by:

(SGD) Frederick C. Aniga, PhD.
HRMPSB Chair

