



CAGAYAN STATE UNIVERSITY
Ad Optimum Educans

CALL FOR APPLICANTS!





CAGAYAN STATE UNIVERSITY
Ad Optimum Educans

ADMINISTRATIVE AIDE III (CLERK I) SG-3

Place of Assignment: Central Administration – Accounting Office

QUALIFICATIONS:

Eligibility : CS Sub professional (1st Level Eligibility)

Education : Completion of 2 years studies in college

Training : none required

Work Experience : none required

DOCUMENTARY REQUIREMENTS:

- 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;
- Performance rating in the last rating period (if applicable);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

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

URDUJAH G. ALVARADO, Ph.D., CESO II
University President
CAGAYAN STATE UNIVERSITY
Central Administration, Andrews Campus,
Caritan, Tuguegarao City
president@csu.edu.ph

Submission is until **December 11, 2023.**



CAGAYAN STATE UNIVERSITY
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ADMINISTRATIVE AIDE IV(DRIVER II) SG-4

Place of Assignment: Piat Campus

QUALIFICATIONS:

Eligibility : Driver's License (MC 11, s. 96-Cat. II)

Education : Elementary School Graduate

Training : none required

Work Experience : none required

DOCUMENTARY REQUIREMENTS:

- 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;
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