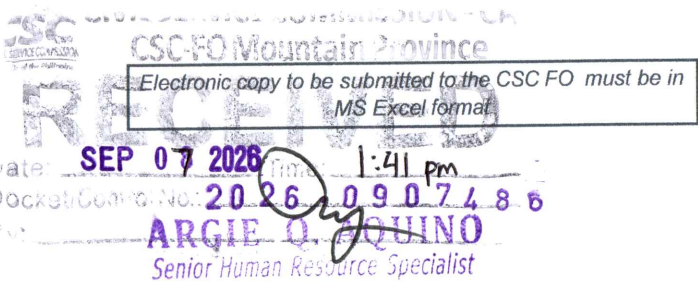


Republic of the Philippines
MOUNTAIN PROVINCE STATE UNIVERSITY
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the MOUNTAIN PROVINCE STATE UNIVERSITY:

ATTY. EVELYN MARRERO-MOGA

HRMO

Date: 09/07/2026

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 / Area of Specialization/ Residency Requirement (if applicable)	
1	University Extension Specialist II	MTPSPCB-UEXSP2-8-2026	18	53818	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Innovation, Research, Development, Publication and Extension - Extension Unit
2	Information Officer III	MTPSPCB-INFO3-63-2023	18	53818	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Office of the President - Strategic Communication Services Unit
3	Internal Auditor II	MTPSPCB-IAUD2-59-2023	15	40208	Bachelor's Degree relevant to the job	4 hours of relevant training	1 years of relevant experience	Career Service (Professional)/ Second Level Eligibility		Office of the President - Internal Audit Services Unit

By: **ARGIE O. AQUINO**
Senior Human Resource Specialist

4	University Research Associate II	MTPSPCB-UNIRA2-4-2026	14	38764	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Innovation, Research, Development, Publication and Extension - Research and Publication Services
5	University Research Associate II	MTPSPCB-UNIRA2-5-2026	14	38764	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		Innovation, Research, Development, Publication and Extension - Research and Publication Services
6	Information Systems Analyst I	MTPSPCB-INFOSA1-64-2023	12	33947	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Office of the President

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than September 18, 2026

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2026); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last two rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license;
4. Hard copy or electronic copy of Transcript of Records;
5. Original copy of certificate of employment from previous employers; and
6. Photocopy of relevant certificate of seminar/ training attended (if any).

SEP 07 2026
ARGIE Q. JUDINO
 Senior Human Resource Specialist

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.

This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

DR. EDGAR G. CUE

SUC President III

Mountain Province State University

mpspchrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

POSTED IN THE CSCFO-IP
BULLETIN OF VACANT POSITION
Date: **SEP 07 2026**
By: **ARGIE O. AQUINO**
Senior Human Resource Specialist