



### Interested applicants may send their applications to

[tomas\\_oppus@southernleytestateu.edu.ph](mailto:tomas_oppus@southernleytestateu.edu.ph)

#### Documentary Requirements *(scanned or photocopy)*

1. Application letter

*Indicate specific item number & addressed to:*

**DR. CLEMENTE H. COBILLA**  
Campus Director  
Southern Leyte State University  
Tomas Oppus Campus  
San Isidro, Tomas Oppus,  
Southern Leyte

2. Duly accomplished Personal Data Sheet (CSC Form) and attached Work Experience Sheet
3. Updated CV/ Resume
4. NBI Clearance
5. Transcript of Records / Diploma \*
6. CSC Eligibility Document \*
7. Employment Certificate/s \*
8. Training Certificate/s \*
9. Service Record \*\*
10. Most recent performance rating \*\*

*\* Must reflect AT LEAST the credentials that meet minimum qualification standards.*

*\*\* For government employees*

**APPLICATIONS WITH INCOMPLETE DOCUMENTARY REQUIREMENTS WILL NOT BE ACCEPTED.**

### Equal Employment Opportunity Principle

It is the policy of Southern Leyte State U to strictly adhere to the principles of merit. Competence, fitness and equality. It will implement a system that will create equal opportunities for advancement of all deserving employees of the Authority regardless of age, sex, sexual, orientation, gender and gender identity, civil status, disability, religion, ethnicity or political affiliation.

Posting Start Date:  
**January 14, 2026**

Deadline of Submission of Applications:  
**January 26, 2026**

## NOTICE OF VACANCY

Position Title : **NURSE III**  
Item Number : **SLSUB-NURS3-4-2010**  
Assignment : **Tomas Oppus Campus**  
Salary Grade : **17**  
Status : **Permanent**

#### QUALIFICATION STANDARDS:

Education : **Bachelor of Science in Nursing**  
Experience : **1 year of relevant experience**  
Training : **4 hrs of Relevant Training**

Eligibility : **RA 1080 (Nurse)**

#### CORE COMPETENCIES:

N/A

#### LEADERSHIP COMPETENCIES:

N/A

#### Duties and Responsibilities of the Position

50%	Provision of health services, referral of health conditions and monitoring of students/faculty/staff;
20%	Promote health through health education;
20%	Lead and implement health policies and programs for the university;
10%	Extend incidental non-formal teachings, if necessary.
100%	

Prepared by:

**(SGD) ABEGAIL L. BANO**  
HRMO II

Noted by:

**(SGD) CLEMENTE H. COBILLA, PhD**  
Campus Director/Chairperson, HRMPSB

