

Republic of the Philippines
VISAYAS STATE UNIVERSITY
ViSCA, Baybay City, Leyte

CERTIFICATION OF ASSUMPTION TO DUTY

This is to certify that Ms./Mr. Carrren Mae B. Vilbar has assumed the duties and responsibilities as Administrative Aide IV (Clerk II) of Office of the Head of Recruitment, Selection, Placement and Personnel Records effective March 21, 2022.

This certification is issued in connection with the issuance of the appointment of Ms./Mr. Carren Mae B. Vilbar as Administrative Aide IV.

Done this 21st day of March 2022 in _____.


JENNIFER E. ANDO
Head of Office/Department/Unit

Date: March 21, 2022

Attested by:


HONEY SOFIA V. COLIS
HRMO

201 file
Admin
COA
CSC

*For submission to CSC FO
within 30 days from the
date of assumption of the
appointee*