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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | | | | | |
| To: | ${full\_name} | | | | | | | Date: | | ${date\_today} |
| Position Applied for: | ${applying\_for} | | | | Status of Position: | | ${status} | | Date of Posting: | ${opening\_date} |
| **We appreciate your interest to be employed in Benguet State University.**  **We wish to inform you that your application was no longer considered for the further stages of assessment based on the following:** | | | | | | | | | | |
| Pre-qualification *Did not meet minimum qualification:*  ${reason} | | | | ☐ Pre-assessment & Behavioral Interview **☐** Final assessment rating did not make it to the top ranks shortlisted for interview  **☐** Another candidate was selected  **◻** Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| **Additional Details, if any:** ${additional\_details} | | | | | | | | | | |
| **Other pertinent conditions:** ${pertinent\_conditions} | | | | | | | | | | |
| Thank you for investing your time in applying with us.  You may still apply, in the future, for available positions  (see postings at *http://www.bsu.edu.ph/employment-opportunities HRMO FB Page & CSC Job Portal )*  You may claim your job application documents within 3 months. After which, these will be disposed. | | | | | | | | | | |
| **By:**  Sacpa, Allan C. | | | | | |  | | | | |
| HRMPSB/CJSEC Chairperson | | | | | | Date Signed | | | | |
| Received by | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Name and Signature* | Date | | |  | | | | |