

Republic of the Philippines
PROFESSIONAL REGULATIONS COMMISSION
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PROFESSIONAL REGULATIONS COMMISSION in the CSC website:

GLORIA L. ASINAS

HRMO

Date:

December 6, 2018

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 (if applicable)	
1	Attorney I	PRC-DOLEB- ATY1-10-2008	16	Php31,765.00	Bachelor of Laws	None required	None required	RA 1080		Central (Office of the Chairman)
2	Attorney I	PRC-DOLEB- ATY1-11-2008	16	Php31,765.00	Bachelor of Laws	None required	None required	RA 1080		Central (Office of the Chairman)
3	Attorney I	PRC-DOLEB- ATY1-12-2008	16	Php31,765.00	Bachelor of Laws	None required	None required	RA 1080		Central (Office of the Chairman)

4	Professional Regulations Assistant	PRC-DOLEB-PREGA-59-2008	8	Php. 16,282.00	Completion of two (2) years studies in College	One (1) year of relevant experience	Four (4) hours of relevant training	Career Service (Sub-professional) First Level Eligibility		Central (PRB Secretariat Division)
5	Chief Administrative Officer	PRC-DOLEB-CADOF-29-2016	24	Php73,299.00	Master's Degree or Certificate in Leadership and Management from the CSC	Forty (40) hours of supervisory/management learning and development intervention undertaken within the last five (5) years	Four (4) years of supervisory/management experience	Career Service (Professional) Second Level Eligibility		Central (Procurement and Supply Division)
6	Administrative Officer II	PRC-DOLEB-ADOF2-37-2008	11	20,179.00	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility		Central (Procurement and Supply Division)
7	Chief Professional Regulations Officer	PRC-DOLEB-CPREGO-33-2016	24	Php73,299.00	Master's Degree or Certificate in Leadership and Management from the CSC	Forty (40) hours of supervisory/management learning and development intervention undertaken w/in the last five (5) years	Four (4) years of supervisory/management	Career Service (Professional) Second Level Eligibility		Central (Qualification Recognition Division)
8	Administrative Aide VI	PRC-DOLEB-ADA6-30-2008	6	Php. 14,340.00	Completion of two (2) year studies in college or High School Graduate with relevant vocational/trade course	Four (4) hours of relevant training	One (1) year of relevant experience	Relevant MC 11 s. 1996, Career Service (Sub-professional) First Level Eligibility		Central (Records Division)

9	Administrative Aide IV	PRC-DOLEB-ADA4-38-2008	4	Php 12,674.00	Completion of two (2) year studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Relevant MC 11 s. 1996, Career Service (Sub-professional) First Level Eligibility		Central (Records Division)
10	Statistician IV	PRC-DOLEB-STAT4-38-2016	22	Php58,717.00	Bachelor's Degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility		Central (Research and Statistics Division)

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than January 4, 2019.

1. 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;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

GLORIA L. ASINAS

HRMO

P. Paredes St., Sampaloc, Manila

prc.rspshr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.