

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



PROFESSIONAL SERVICE COMMISSION (CSC)

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

JINKY JOY L. DELA CRUZ-PARIL

HRMO

Date: November 15, 2023

| 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 | Professional Regulations Officer I | PRC-DOLEB-PREGO1-61-2008 | 11 | Php27,000.00 | Bachelor's Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | N/A | Cordillera Administrative Region (Regulation Division) |
| 2 | Supervising Professional Regulations Officer | PRC-DOLEB-SVPREGO-99-2017 | 22 | Php71,511.00 | Bachelor's Degree | Sixteen (16) hours of relevant training | Three (3) years of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Cordillera Administrative Region (Licensure and Registration Division-Application Section) |
| 3 | Administrative Officer V (Supply Officer III) | PRC-DOLEB-ADOF5-86-2017 | 18 | Php46,725.00 | Bachelor's Degree | Eight (8) hours of relevant training | Two (2) years of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Cordillera Administrative Region (Finance and Administrative 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 November 25, 2023.

TEOFILO M. SISON, JR.
Director IV
Administrative Service

1. Fully accomplished and Notarized Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached Work Experience Sheet which can be downloaded at www.csc.gov.ph (The date of PDS must be within the publication period);

2. Performance Rating (for private employees) or DPCR/IPCR in the last rating period (for government employees);

3. Photocopy of certificate of eligibility/rating/license; and

4. Photocopy of Transcript of Records;

5. Certificates of Relevant Trainings and Seminars attended;

6. Designation order in case the applicant has been designated in an acting capacity or Officer-in-Charge in a Department/Office/Division

(Applicable for Chief Administrative Officer, Chief Professional Regulations Officer, Information Technology Officer III positions) (for government employees);

7. Proof of related/relevant experience earned in special assignment/committees or Technical Working Group (TWG) (if applicable);

The following documents will be submitted only by the Top Five (5) Ranked Candidates

8. NBI clearance or proof of application; (for private employees)

9. NBI, CSC, Ombudsman, Sandiganbayan Clearances or proof of application (for government employees);

10. Medical Declaration Form (can be downloaded at PRC website); and

11. Personality Test

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

MS. JUANITA L. DOMOGEN

Director III, PRC Cordillera Administrative Region
Office

Pine Lake View Building, No. 09 Otek Street, corner
Benjamin R. Salvosa Drive, Brgy. Rizal Monument,
Baguio City, 2600

car_hrd@prc.gov.ph

PUBLICATION #9

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.



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:

JINKY JOY L. DELA CRUZ-PARIL

Date: November 15, 2023

| 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 | Administrative Assistant I | PRC-DOLEB-ADAS1-63-2017 | 7 | Php18,620.00 | Completion of two-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 | N/A | Region III (Office of the Director) |
| 2 | Professional Regulations Officer II | PRC-DOLEB-PREGO2-81-2017 | 13 | Php31,320.00 | Bachelor's Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | N/A | Region III (Regulation Division) |
| 3 | Professional Regulations Officer II | PRC-DOLEB-PREGO2-79-2017 | 13 | Php31,320.00 | Bachelor's Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | N/A | Region III (Licensure and Registration Division-Examination Section) |
| 4 | Professional Regulations Assistant | PRC-DOLEB-PREGA-65-2017 | 8 | Php19,744.00 | Completion of two years studies in College | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Subprofessional) First Level Eligibility | N/A | Region III (Licensure and Registration Division-Examination Section) |
| 5 | Chief Administrative Officer | PRC-DOLEB-CADOF-60-2017 | 24 | Php90,078.00 | Master's Degree or Certificate of Leadership and Management from the CSC | Forty (40) hours of supervisory/management learning and development intervention | Four (4) years of supervisory/management experience | Career Service (Professional) Second Level Eligibility | N/A | Region III (Finance and Administrative Division) |
| 6 | Administrative Officer V (Budget Officer III) | PRC-DOLEB-ADOF5-80-2017 | 18 | Php46,725.00 | Bachelor's Degree relevant to the job | Eight (8) hours of relevant training | Two (2) years of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region III (Finance and Administrative Division) |

| | | | | | | | | | | |
|---|---|-------------------------|----|--------------|-------------------|--------------------------------------|--------------------------------------|--|-----|--|
| 7 | Administrative Officer V (HRMO III) | PRC-DOLEB-ADOF5-81-2017 | 18 | Php46,725.00 | Bachelor's Degree | Eight (8) hours of relevant training | Two (2) years of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region III (Finance and Administrative Division) |
| 8 | Administrative Officer III (Records Officer II) | PRC-DOLEB-ADOF3-72-2017 | 14 | Php33,843.00 | Bachelor's Degree | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region III (Finance and Administrative 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 November 25, 2023.

1. Fully accomplished and Notarized Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached Work Experience Sheet which can be downloaded at www.csc.gov.ph (The date of PDS must be within the publication period);
2. Performance Rating (for private employees) or DPCR/IPCR in the last rating period (for government employees);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records;
5. Certificates of Relevant Trainings and Seminars attended;
6. Designation order in case the applicant has been designated in an acting capacity or Officer-in-Charge in a Department/Office/Division (Applicable for Chief Administrative Officer, Chief Professional Regulations Officer, Information Technology Officer III positions) (for government employees);
7. Proof of related/relevant experience earned in special assignment/committees or Technical Working Group (TWG) (if applicable);

The following documents will be submitted only by the Top Five (5) Ranked Candidates

8. NBI clearance or proof of application; (for private employees)
9. NBI, CSC, Ombudsman, Sandiganbayan Clearances or proof of application (for government employees);
10. Medical Declaration Form (can be downloaded at PRC website); and
11. Personality Test

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

MR. PAUL H. ABAN

Director III, PRC Regional Office III

Regional Office III - San Fernando City
2nd and 3rd Floor (New) PEO Annex Building
Provincial Capitol Compound, Bgry. Santo Niño
City of San Fernando, Pampanga

rachelann.catap@prc.gov.ph

PUBLICATION # 9

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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:

JINKY JOY L. DELA CRUZ-PARIL
HRMO

Date: November 15, 2023

| 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 | Professional Regulations Officer II | PRC-DOLEB-PREGO2-56-2008 | 13 | Php31,320.00 | Bachelor's Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | N/A | Region V (Regulation Division) |
| 2 | Senior Professional Regulations Officer | PRC-DOLEB-SRPREGO-77-2017 | 19 | Php51,357.00 | Bachelor's Degree | Eight (8) hours of relevant training | Two (2) years of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region V (Licensure and Registration Division-Application Section) |
| 3 | Professional Regulations Officer III | PRC-DOLEB-PREGO3-76-2017 | 16 | Php39,672.00 | Bachelor's Degree | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region V (Licensure and Registration Division-Registration Section) |
| 4 | Administrative Officer III (Cashier II) | PRC-DOLEB-ADO3-67-2017 | 14 | Php33,843.00 | Bachelor's Degree | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Professional) Second Level Eligibility | N/A | Region V (Finance and Administrative Division) |

| | | | | | | | | | | |
|---|------------------------------------|------------------------|---|--------------|---|---------------|---------------|---|-----|--|
| 5 | Administrative Aide VI (Clerk III) | PRC-DOLEB-ADA6-28-2008 | 6 | Php17,553.00 | Completion of two-year studies in College | None Required | None Required | Career Service (Sub-professional) First Level Eligibility | N/A | Region V (Finance and Administrative Division) |
|---|------------------------------------|------------------------|---|--------------|---|---------------|---------------|---|-----|--|

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2. Performance Rating (**for private employees**) or DPCR/IPCR in the last rating period (**for government employees**);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records;
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6. Designation order in case the applicant has been designated in an acting capacity or Officer-in-Charge in a Department/Office/Division (**Applicable for Chief Administrative Officer, Chief Professional Regulations Officer, Information Technology Officer III positions**) (**for government employees**);
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10. Medical Declaration Form (can be downloaded at PRC website); and
11. Personality Test

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

MR. SHARO B. LO

Director III, Regional Office V

Regional Office No. V, Regional
Government Center Site, Rawis, Legaspi
City

prclegazpi.hr@gmail.com

PUBLICATION # 9

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To: CIVIL SERVICE COMMISSION (CSC)

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HRMO

Date: November 15, 2023

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|-----|---|--------------------------|------------------------|----------------|--|--|---|--|----------------------------|---|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Chief Professional Regulations Officer | PRC-DOLEB-CPREGO-72-2017 | 24 | Php90,078.00 | Master's Degree or Certificate of Leadership and Management from the CSC | Forty (40) hours of supervisory/management learning and development intervention | Four (4) years of supervisory/management experience | Career Service (Professional) Second Level Eligibility | N/A | Region VI (Regulation Division) |
| 2 | Chief Administrative Officer | PRC-DOLEB-CADOF-56-2017 | 24 | Php90,078.00 | Master's Degree or Certificate of Leadership and Management from the CSC | Forty (40) hours of supervisory/management learning and development intervention | Four (4) years of supervisory/management experience | Career Service (Professional) Second Level Eligibility | N/A | Region VI (Finance and Administrative Division) |

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6. Designation order in case the applicant has been designated in an acting capacity or Officer-in-Charge in a Department/Office/Division (Applicable for Chief Administrative Officer, Chief Professional Regulations Officer, Information Technology Officer III positions) (for government employees);
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9. NBI, CSC, Ombudsman, Sandiganbayan Clearances or proof of application (for government employees);
10. Medical Declaration Form (can be downloaded at PRC website); and
11. Personality Test

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

MR. ROMEL B. BALISANG

Director III, PRC Regional Office VI
2nd Floor, Gaisano Iloilo City Center, Benigno Aquino Avenue,
San Rafael, Mandurriao, Iloilo City
prc6.hrofficial@gmail.com

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To: CIVIL SERVICE COMMISSION (CSC)

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JINKY JOY L. FELICRUZ-PARIL
HRMO

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|-----|--|--------------------------|------------------------------|-------------------|---|-------------------------------------|-------------------------------------|---|-------------------------------|--|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Professional Regulations Officer I | PRC-DOLEB-PREGO1-48-2017 | 11 | Php27,000.00 | Bachelor's Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | N/A | Region XII (Licensure and Registration Division-Application Section) |
| 2 | Administrative Assistant II (Cash Clerk III) | PRC-DOLEB-ADAS2-53-2017 | 8 | Php19,744.00 | Completion of two-year studies in College | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Sub-professional) First Level Eligibility | N/A | Region XII (Finance and Administrative Division) |

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11. Personality Test

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

MR. ROTELO B. CABUGSA

Director III, PRC Regional Office XII

PRC Region XII, Regional Government Center,
Brgy. Carpenter Hill, Koronadal City

prcro12.hr@gmail.com

PUBLICATION # 9

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To: CIVIL SERVICE COMMISSION (CSC)

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HRMO

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|-----|--|-----------------------------|---------------------------------|----------------|--|--|---|--|-------------------------------|--|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |
| 1 | Supervising Administrative Officer | PRC-DOLEB- SADOF-48-2017 | 22 | Php71,511.00 | 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 | N/A | Region XIII (Finance and Administrative Division) |
| 2 | Administrative Assistant II (Cash Clerk III) | PRC-DOLEB-ADAS2 52-2017 | 8 | Php19,744.00 | Completion of two- year studies in College | Four (4) hours of relevant training | One (1) year of relevant experience | Career Service (Sub- professional) First Level Eligibility | N/A | Region XIII (Finance and Administrative 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 November 25, 2023.

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10. Medical Declaration Form (can be downloaded at PRC website); and
11. Personality Test

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

MS. CHERYLL P. ELICANO

Director III, PRC Regional Office XIII

3rd Floor Robinsons Place, Robinsons
Butuan, JC Aquino Ave., Butuan City

prcbutuan.hr@gmail.com

PUBLICATION # 9

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.