

Republic of the Philippines
PROFESSIONAL REGULATION 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 REGULATION COMMISSION in the CSC website:

L. LOUIS P. VALERA
Assistant Commissioner

Date: April 17, 2024

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 III	PRC-DOLEB-ATY3-63-2017	21	63997	Bachelor of Laws	Four (4) hours of relevant training	One (1) year of relevant experience	RA 1080	N/A	Region III (Regulation Division)
2	Professional Regulations Officer I	PRC-DOLEB-PREGO1-81-2017	11	27000	Bachelor's Degree	None Required	None Required	Career Service (Professional) Second Level Eligibility	N/A	Region III (Licensure and Registration Division - Registration Section)
3	Chief Administrative Officer	PRC-DOLEB-CADOF-60-2017	24	90078	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)

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 May 8, 2024

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.
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 employ
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 -
San Fernando City**

**Regional Office III - San Fernando City
2nd and 3rd Floor (New) PEO Annex
Building, Provincial Capitol Compound,
Brgy. Santo Niño
City of San Fernando, Pampanga
rachelann.catap@prc.gov.ph**

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.