

Republic of the Philippines
Professional Regulations Commission
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Professional Regulation Commission (PRC) - Region VI in the CSC website:

TEOFILO S. PILANDO, JR.

Chairman

Date: August 30, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Chief Administrative Officer	PRC-DOLEB-CADOF-56-2017	24	73,299.00	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		Finance and Administrative Division
2	Chief Professional Regulations Officer	PRC-DOLEB-CPREGO-72-2017	24	73,299.00	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		Regulations Division
3	Administrative Aide IV	PRC-DOLEB-ADA4-31-2008	4	12,674.00	Completion of two years studies in College	None required	None required	Career Service (Sub- professional) First Level Eligibility		Finance and Administrative Division
4	Administrative Aide IV	PRC-DOLEB-ADA4-34-2008	4	12,674.00	Completion of two years studies in College	None required	None required	Career Service (Sub- professional) First Level Eligibility		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 September 28, 2018

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 present position for one (1) year (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:

Professional Regulation Commission
Human Resource Development Division
P. Paredes St., Sampaloc, Manila, 1008
prc.hrmd@gmail.com

OR

Professional Regulation Commission
Iloilo Regional Office
2nd Floor N.B. Building, Lopez Jaena Street,
Jaro, Iloilo City
iloilo@prc.gov.ph
prc.iloilo3@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.