

Date: January 3, 2019

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-ADAS1-55-2008	7	Php15,738.00	Completion of two-year studies in College	None Required	None Required	Relevant MC 11 s. 1996, Career Service (Sub-professional) First Level Eligibility		Region IX (Licensure and Registration Division)
2	Senior Professional Regulations Officer	PRC-DOLEB-SRPREGO-65-2017	19	Php45,269.00	Bachelor's Degree	Eight (8) hours of relevant training	Two (2) years of relevant experience	Career Service (Professional) Second Level Eligibility		Region IX (Licensure and Registration Division)
3	Professional Regulations Officer III	PRC-DOLEB-PREGO3-63-2017	16	Php33,584.00	Bachelor's Degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) Second Level Eligibility		Region IX (Licensure and Registration Division)
4	Supervising Professional Regulations Officer	PRC-DOLEB-SVPREGO-45-2008	22	Php65,319.00	Bachelor's Degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility		Region IX (Regulations 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 02-01-2019.

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:

LOVELLA D. GEÑOSO
Administrative Officer V (HRMO III)
149 F.S. Pajares Street, Pagadian City
prc9armm@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.