

Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
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 Palompon Institute of Technology in the CSC website:

HAIDE O. MARQUEZ

HRMO

Date:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	Remarks		
					Education	Training	Experience	Eligibility			Competency (if applicable)	
1	Instructor I (Librarian)	PITB-INST1-1- 2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem solving skills and communications *Information education and communications *Knowledge of related regulations and procedures of government agencies *mobilizing for responsive community development *Process management	Library	For applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professionals and the like.
2	Instructor I (Librarian)	PITB-INST1-2- 2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)		Library	

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 18, 2019.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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:


HAIDE O. MARQUEZ
Administrative Officer V for HRM / Acting OACAS
Evangelista St. Palompon, Leyte
homarquez@pit.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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					Education	Training	Experience			Eligibility	Competency (if applicable)
3	Instructor I (Marine Biology)	PITB-INST1-3-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem solving skills *Information education and communications *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	Math. & Science Department	For applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professionals and the like.
4	Instructor I (Marine Biology)	PITB-INST1-4-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)		Math. & Science Department	

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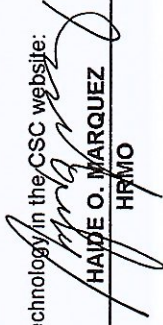

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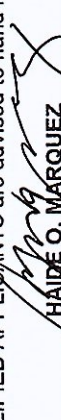
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					Education	Training	Experience			
5	Instructor I (Music)	PITB-INST1-S-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	College of Education	For applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professionals and the like.
6	Instructor I (Marine Engineering)	PITB-INST1-S-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	Marine Engineering Department	

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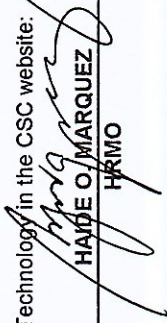
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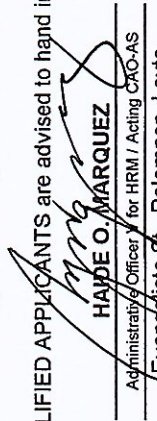
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					Education	Training	Experience				
7	Instructor I (HRM)	PITB-INST1-7- 2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem solving skills *Information education and communications *Knowledge of related regulations and procedures of government agencies *mobilizing for responsive community development *Process management	HRM Department	For applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professionals and the like.
8	Instructor I (BA)	PITB-INST1-8- 2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)		BSBA Department	

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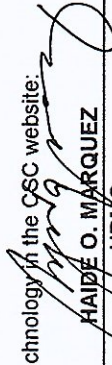

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					Education	Training	Experience				
9	Instructor I (Civil Engineering)	PITB-INST1-9-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem solving skills *Information education and communications *Knowledge of related regulations and procedures of government agencies *mobilizing for responsive community development *Process management	Engineering Department	For applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professionals and the like.
10	Instructor I (Electrical Engineering)	PITB-INST1-10-2018	12	22,149.00	Master's Degree in the area of specialization or its allied/related fields	None required	None required	None Required RA 1080 (For courses BAR or BOARD eligibility)		Electrical Engineering Department	

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