

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:


DIANA VERÓNICA B. MONTEJO
HRMO

Date: July 25, 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	INSTRUCTOR I (Mechanical Engineering)	PITB-INST1-1-1998	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Technology and Engineering
2	INSTRUCTOR I (BA in Communication)	PITB-INST1-2-2007	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences

3	INSTRUCTOR I (English)	PITB-INST1-3-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Teacher Education
4	INSTRUCTOR I (Marine Biology)	PITB-INST1-4-2018	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences
5	INSTRUCTOR I (Industrial Engineering)	PITB-INST1-4-2007	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Technology and Engineering

6	INSTRUCTOR I (Hospitality Management)	PITB-INST1-7-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences
7	INSTRUCTOR I (Management)	PITB-INST1-11-2015	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Graduate Studies
8	INSTRUCTOR I (Hospitality Management)	PITB-INST1-12-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences

9	INSTRUCTOR I (Engineering)	PITB-INST1-13-2010	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Maritime Education
10	INSTRUCTOR I (Industrial Engineering)	PITB-INST1-14-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Technology and Engineering
11	INSTRUCTOR I (Physics)	PITB-INST1-15-2016	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Teacher Education

12	INSTRUCTOR I (Marine Transportation)	PITB-INST1-16-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Maritime Education
13	INSTRUCTOR I (Mechanical Engineering)	PITB-INST1-18-2020	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Technology and Engineering
14	INSTRUCTOR I (Business Administration)	PITB-INST1-18-2002	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences

15	INSTRUCTOR I (Social Science)	PITB-INST1-20-1998	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Arts and Sciences
16	INSTRUCTOR I (Electronics and Communication Engineering)	PITB-INST1-31-2016	12	29,165.00	Master's Degree in the area of specialization or its allied/related fields	None Required	None Required	None Required; RA1080 (for courses requiring BAR or BOARD Eligibility)	*Monitoring and evaluating *Report preparation and documentation *Problem-solving skills *Information education and communication *Knowledge of related regulations and procedures of government agencies *Mobilizing for responsive community development *Process management	College of Technology and Engineering
17	GUIDANCE COUNSELOR I	PITB-GUIDC1-2-1999	11	27,000.00	Master's degree in Guidance and Counseling	None Required	None Required	RA 1080 (Guidance Counselor)	*Exemplifying Integrity and Professionalism *Delivering Service Excellence *Interpersonal Skills *Flexibility *Records Management *Creativity *Commitment *Innovation *Institutional Social Responsibility and Moral Obligation *Exceeding Expectations	Guidance Office

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 August 4, 2023.

1. Signed Application Letter indicating the position applied for and plantilla item number (if applicable).
2. Fully accomplished and signed Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph.
3. Fully accomplished and signed Work Experience Sheet (applicable only for positions requiring experience as an attachment to CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph.
4. Performance Rating in the last rating period (if applicable).
5. Photocopy of authenticated Certificate of Eligibility or Board Rating/License (if applicable).
6. Photocopy of authenticated Transcript of School Records.
7. Photocopy of authenticated Present and Previous Employment Certificates or Service Record (if applicable).
8. Photocopy of authenticated Certificates of Trainings/Seminars (if applicable).
9. This Office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation gender identity and expression (SOGIE).

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

DR. NORBERTO C. OLAVIDES

President

Palompon Institute of Technology

Evangelista St., Palompon, Leyte

op@pit.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.