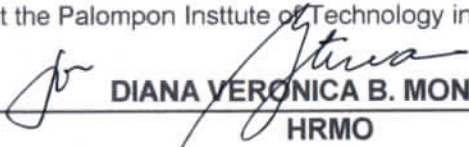


Republic of the Philippines
PALOMPON INSTITUTE OF TECHNOLOGY
 Request for Publication of Vacant Positions

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 VERONICA B. MONTEJO
 HRMO
 Date: May 12, 2021

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 (Hospitality Management)	PITB-INST1-7- 2020	12	26,052.00	Master Degree Holder in Hospitality Management, Business Management, Master in Managment, or any allied field with a BS in Hospitality Management, BS in Business Administration, or allied Baccalaureate Degree; with a TESDA NC-II or any related competencies.	None required	None required	None required	*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	College of Arts and Sciences	Applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professions and the like.

2	Instructor I (Hospitality Management)	PITB-INST1-12-2020	12	26,052.00	Master Degree Holder in Hospitality Management, Business Management, Master in Management, or any allied field with a BS in Hospitality Management, BS in Business Administration, or allied Baccalaureate Degree; with a TESDA NC-II or any related competencies.	None required	None required	None required	*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	College of Arts and Sciences	Applicants with special needs shall indicate in their application letters the kind of special assistance they need, like assistance of Special Education Practitioners, Braille Professions and the like.
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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 28, 2021**.

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:

NORBERTO C. OLAVIDES

President

Evangelista St., Palompon, Leyte

op@pit.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.