

Republic of the Philippines
CARLOS HILADO MEMORIAL STATE COLLEGE
Request for Publication of Vacant Positions



Electronic copy to be submitted to the CSC FO must be in MS Excel format

CIVIL SERVICE COMMISSION
NEGROS OCCIDENTAL FIELD OFFICE

RECEIVED

ESPER HERMINIO G. LEGASTE
HR SPECIALIST I

DATE: NOV 17 2020 TIME: 2:00 PM

VIOLA D. MONGCAL

HRMO III

Date: November 17, 2020

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled at the Carlos Hilado Memorial State College in the CSC website.

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	CHMSCB-INST1-18-2003	12	24495	Master's Degree in Guidance and Counseling	None Required	None Required	RA 1080 (Guidance Counselor)	Core & Technical Competency	Talisay Campus
2	Instructor I	CHMSCB-INST1-8-2011	12	24495	Master's Degree in Library Science/Information Science/Master's Degree in Education/Arts major in Library Science	None Required	Preferably 5 year's experience in the library	RA 1080 (Registered Librarian)	Core & Technical Competency	Talisay Campus
3	Instructor I	CHMSCB-INST1-28-2012	12	24495	Master's Degree in Library Science/Information Science/Master's Degree in Education/Arts major in Library Science	None Required	Preferably 5 year's experience in the library	RA 1080 (Registered Librarian)	Core & Technical Competency	Talisay Campus
4	Instructor I	CHMSCB-INST1-56-2016	12	24495	Master's Degree in Library Science/Information Science/Master's Degree in Education/Arts major in Library Science	None Required	Preferably 5 year's experience in the library	RA 1080 (Registered Librarian)	Core & Technical Competency	Talisay Campus
5	Instructor I	CHMSCB-INST1-98-2016	12	24495	Master's Degree in Library Science/Information Science/Master's Degree in Education/Arts major in Library Science	None Required	Preferably 5 year's experience in the library	RA 1080 (Registered Librarian)	Core & Technical Competency	Aljis Campus
6	Instructor I	CHMSCB-INST1-121-2016	12	24495	Master's Degree in Library Science/Information Science/Master's Degree in Education/Arts major in Library Science	None Required	Preferably 5 year's experience in the library	RA 1080 (Registered Librarian)	Core & Technical Competency	Binalbagan Campus
7	Instructor I	CHMSCB-INST1-119-2016	12	24495	Master of Arts in Education/Master in Education major in Physical Education	Preferably updated Training in the field for the last 3 years	At least 5 years teaching experience in HEI versatile in online teaching	LET	Core & Technical Competency	Fortune Towne (CBMA)

8	Instructor I	CHMSCB-INST1-6-2013	12	24495	Master of Science in Civil Engineering or its allied/related fields	None Required	Preferably 1 year relevant industry experience or teaching experience	RA 1080 (Civil Engineer)	Core & Technical Competency	Talisay Campus (CoEng)
9	Instructor I	CHMSCB-INST1-53-2016	12	24495	Master's Degree in Technology Management/Industrial Technology/Engineering in the area of Automotive Technology or its allied/related field	None Required	None Required	None Required	Core & Technical Competency	Talisay Campus (CIT)
10	Instructor I	CHMSCB-INST1-32-2016	12	24495	Master's Degree in Technology Management/Industrial Technology/Engineering in the area of Electrical or its allied/related field	None Required	None Required	None Required	Core & Technical Competency	Talisay Campus (CIT)
11	Instructor I	CHMSCB-INST1-48-2016	12	24495	Master in Technology Management/ Master in Technology/Engineering or its allied related field	None Required	None Required	None Required	Core & Technical Competency	Talisay Campus (CIT)
12	Instructor I	CHMSCB-INST1-38-2016	12	24495	Master of Arts in English or its allied/related fields	None Required	Preferably has background or can teach Chinese/ Mandarin and 3 years teaching experience	LET	Core & Technical Competency	Talisay Campus (CAS)
13	Instructor I	CHMSCB-INST1-35-2016	12	24495	Master's Degree in Criminal Justice or Criminology	Preferably with specialization training in criminalistics	Preferably 1 year teaching experience or 3 years experience for the practitioners	Licensed Criminologist	Core & Technical Competency	Binalbagan Campus
14	Instructor I	CHMSCB-INST1-112-2016	12	24495	Master's Degree in Criminal Justice or its allied /related fields	Preferably with specialization training in criminalistics	Preferably 1 year teaching experience or 3 years experience for the practitioners	Licensed Criminologist	Core & Technical Competency	Binalbagan Campus

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 **December 7, 2020**.

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. Original copy of authenticated certificate of eligibility/rating/license; and
4. Original copy of Transcript of Records and Diploma ((Certification, Authentication and Verification (CAV)) .

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

VIOLA D. MONGCAL

 HRMO III

 Carlos Hilado Memorial State College

 Mabini St., Talisay City, Negros Occidental

hrmo@chmsc.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.