

Republic of the Philippines  
MARINDUQUE STATE COLLEGE  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Marinduque State College in the CSC website:

MERIAN C. MANI, Ed.D.

(Head of Agency)

Date: June 21, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Instructor I	MSCB-INST1-6-2016	12	265,788.00	Bachelor's Degree in Law Enforcement Administration with Master's Degree.	8 hours relevant training	1 year relevant experience in College teaching	None Required	Communication; Knowledge of Subject Matter; Information and Education Delivery; Interpersonal Relations; Knowledge of Organization; Professionalism	Boac 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 **July 5, 2018**.

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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (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:

DR. MERIAN C. MANI/ Office of the College President  
SUC President II/ Marinduque State College  
Tanza, Boac, Marinduque  
mhc\_hrmo@yahoo.com

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

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1	Instructor I	MSCB-INST1-3-2010 MSCB-INST1-4-2010	12	265,788.00	Bachelor of Science in Tourism or Tourism Management with Master's degree or at least completed academic requirements for master's degree.	8 hours relevant training	2 years relevant experience in College Teaching	None Required	Communication; Knowledge of Subject Matter; Information and Education Delivery; Interpersonal Relations; Knowledge of Organization; Professionalism	School of Business and Management, Sta. Cruz Campus
2	Instructor I	MSCB-INST1-5-2012	12	265,788.00	Bachelor of Science in Social Work with Master's degree. In the absence of MA degree, with at least 15 MA units, or a BS degree holder in Social Work may be considered.	8 hours relevant training	2 years relevant experience in College Teaching	Licensed Social Worker (RA 1080)	Communication; Knowledge of Subject Matter; Information and Education Delivery; Interpersonal Relations; Knowledge of Organization; Professionalism	School of Community & Health Care, Boac Campus

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