

**CAMARINES NORTE STATE COLLEGE**  
**Office of the Human Resource Development**

**NOTICE OF VACANT POSITIONS**  
November 14, 2017

Position	Salary Grade/Annual Salary	Office	Item No.	Qualification Standards			
				Education	Work Experience	Training	Eligibility
Guidance Counselor I	SG 11/ P235,440.00	College of Trades & Technology, Jose Panganiban, Camarines Norte	CNSCB-GUIDC1-1-1998	Master's Degree in Guidance & Counseling	None	None	R.A. 1080(Guidance Counselor)
Brief Description of the General Function of the Position	Responsible in administering group or individual counselling to students with problems and other concerns.						
REQUIRED COMPETENCIES							

- Exemplifying Integrity  
Advanced: Influences others to observe and/or adhere to the policies, rules and other standards set by the College.
- Delivering Services Excellence  
Advanced: Anticipates, identifies and manages course stakeholders' standards and requirements towards excellent customer service.
- Solving Problems and Making Decisions  
Advanced: Provides timely solutions to problems and decision dilemmas that do not have clear-cut options and assumptions are partial.

The college encourages all interested and qualified applicants including persons with disability (PWD), members of indigenous Communities, and those from any Sexual Orientation and Gender Identities (SOGI).

Applicants should signify interest in writing. Kindly indicate the office and item in the application letter. Further, please attach the following documents to the application letter:

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph)
2. Performance ratings in the last two (2) semesters preceding this publication.
3. Authenticated copy of CSC Certificate of Eligibility/or Certificate of Board Rating; and
4. Photocopy of Transcript of Records.

**Applicants are advised to hand carry or send through courier their application: not later than November 28, 2017 to:**

DR. RUSTY G. ABANTO  
President  
Camarines Norte State College  
Daet, Camarines Norte