



Republic of the Philippines
Department of Health
METRO MANILA CENTER FOR HEALTH DEVELOPMENT

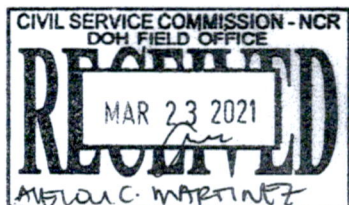
1st Endorsement
March 15, 2021

**KMITS/DOH-MMCHD
RECEIVED**

Date: 3/16/21
By: JUWIK

Respectfully endorsed to **Mr. Noel V. Salumbides**, Director II, CSC-Field Office, Department of Health, Manila, the attached List for the vacant position, requesting for publication, recommending favorable action.


GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III
Director IV



ADMIN OFFICER I

Republic of the Philippines
DEPARTMENT OF HEALTH
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 DEPARTMENT OF HEALTH in the CSC website:


GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III
Director IV

Date: 15-Mar-21

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	Administrative Aide IV (Driver II)	Contractual with Appointment	4	14,400.00	Must be able to read and write/Elementary School Graduate Highschool Graduate or Completion of relevant vocational/trade course	None Required	None Required	Professional Driver's License	N/A	Local Health Support Division

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 **April 5, 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 prior to the date of assessment or screening, which should be at least Very Satisfactory shall be required, (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:

GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III
Director IV
Bldg 6, Brgy. Road, Welfareville Compound, Brgy Addition Hills, Mandaluyong City 1550
chd_mm@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.