

Republic of the Philippines
DEPARTMENT OF HEALTH
Request for Publication of Vacant Positions

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

CIVIL SERVICE COMMISSION
DOH FIELD OFFICE

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MAY 21 2024

MISHALEE S. SORIANO
ADMIN OFFICER V

SIGNED Publication

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MAY 20 2024

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:

RIO L. MAGPANTAY, MD, PHSAE, CESO III
Director IV

Date: 20-May-2024

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	Accountant II	OSEC-DOHB-A2-30001-1998	16	39,672.00	Bachelor's degree in Commerce/ Business Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	R.A. 1080	<ul style="list-style-type: none"> ● Exemplifying Integrity ● Professionalism ● Service Excellence ● Effective Communication Skills ● Effective Interpersonal Relations ● Organizational Awareness and Commitment ● Accounting Proficiency ● Attention to Details ● Data Recording and Reporting ● Government Accounting and Budgeting ● Government Departmental Policies and Procedures ● Preparation of Budget Plans and Annual Budget Submissions 	Management 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 June 04, 2024.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet (WES) 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:

RIO L. MAGPANTAY, MD, PHSAE, CESO III
 Director IV
 Blk 6, Brgy. Road, Welfareville Compound, Brgy Addition Hills, Mandaluyong City 1550
hrmpsb.dohmmchd@gmail.com

The Department of Health adheres to the existing general policy of no discrimination based on gender identity, sexual orientation, disabilities, religion and/or indigenous group membership in the implementation of its Merit Selection and Promotion Plan.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.