



Republic of the Philippines  
Department of Health

## METRO MANILA CENTER FOR HEALTH DEVELOPMENT

SIGNED NOTICE  
RECEIVED AT THE KMITS ON  
3-3-2021

### NOTICE

Please be informed that the Metro Manila Center for Health Development is still accepting application for the following vacant position as per attached Publication, to wit:

I. POSITION	(1) Accountant II
SALARY GRADE	16
MONTHLY SALARY	36,628.00
ITEM #	OSEC-DOHB-A2-30001-1998

#### QUALIFICATION STANDARDS

EDUCATION	Bachelor's degree in Commerce/Business Administration Major in Accounting
EXPERIENCE	1 year of relevant experience
TRAINING	4 hours of relevant training
ELIGIBILITY	RA 1080

#### DEADLINE OF SUBMISSION: MARCH 16, 2021

Prepared by:

**GIRLIE D. LOPEZ**  
Administrative Officer V  
Personnel Section

Approved by:

  
**CORAZON FLORES, MD, MPH, CESO IV**  
OIC-Director IV

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

*Handwritten:*  
MATHY RIVERA  
3:22pm

CORAZON I. FLORES, MD, MPH, CESO IV  
OIC-Director IV

Date: 19-Jan-21

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

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	38,628.00	Bachelor's degree in Commerce/Business Administration major in Accounting	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Management Support Services Division
2	Development Management Officer IV	OSEC-DOHB-DMO4-30055-2014	22	68,415.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service Professional (Second Level Eligibility)	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 **February 3, 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](http://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:

CORAZON I. FLORES, MD, MPH, CESO IV

OIC-Director IV

Bldg. 6, Brgy. Road, Welfareville Compound, Brgy. Addition Hills, Mandaluyong City 1550

[chd\\_mmi@yahoo.com](mailto:chd_mmi@yahoo.com)

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