

Republic of the Philippines Department of Health

METRO MANILA CENTER FOR HEALTH DEVELOPMENT

SIGNED NOTICE
RECEIVED AT THE KMITS ON

10-12-2020

NOTICE

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

1. POSITION

(1) Administrative Aide VI

SALARY GRADE

6

MONTHLY SALARY

15, 254.00

ITEM#

OSEC-DOHB-ADA6-30046-2014

QUALIFICATION STANDARDS

EDUCATION

Completion of two-year studies in college or High School Graduate with relevant vocational/trade course

EXPERIENCE

1 year of relevant experience

TRAINING ELIGIBILITY

4 hours of relevant training Career Service (Subprofessional)

First Level Eligibility

2. POSITION

(1) Administrative Assistant II

SALARY GRADE

8

MONTHLY SALARY

17, 505.00

ITEM#

OSEC-DOHB-ADAS2-30381-2016

QUALIFICATION STANDARDS

EDUCATION

Completion of two-year studies in college or High School Graduate with relevant vocational/trade course

EXPERIENCE

1 year of relevant experience 4 hours of relevant training

TRAINING

4 hours of relevant training
Career Service (Subprofessional)

ELIGIBILITY

First Level Eligibility

3. POSITION

(1) Engineer III

SALARY GRADE

19

MONTHLY SALARY

46, 791.00

ITEM#

OSEC-DOHB-ENG3-30002-1998

QUALIFICATION STANDARDS

EDUCATION

Bachelor's degree in Engineering relevant to the job

EXPERIENCE TRAINING *(Preferably Sanitary)
2 years of relevant experience
8 hours of relevant training

ELIGIBILITY

RA 1080

4. POSITION

(1) Medical Officer III

SALARY GRADE

21

MONTHLY SALARY

59, 353.00

ITEM#

OSEC-DOHB-MDOF3-30040-2014

QUALIFICATION STANDARDS

EDUCATION

Doctor of Medicine

EXPERIENCE

1 year experience in Public Health

Knowledgeable or with experience in:
Program plan and Management

Reporting and Data Analysis

Monitoring and Evaluation Process

TRAINING

ELIGIBILITY

None Required

RA 1080

5. POSITION

(1) Senior Health Program Officer

SALARY GRADE

18

MONTHLY SALARY

42, 159.00

ITEM#

OSEC-DOHB-SRHPO-30010-2014

QUALIFICATION STANDARDS

EDUCATION

Bachelor's degree

*(Health related courses)

*(Preferably Bachelor of Science in Nursing)

EXPERIENCE

Two (2) years of relevant experience Knowledgeable or with experience in:

Public Health Program Planning and Management

Coordination and Networking

Report preparation and Data Analysis

Logistics Management Process

Monitoring and Evaluation Process

TRAINING ELIGIBILITY

Eight (8) hours of relevant training Career Service (Professional) Second Level Eligibility

DEADLINE OF SUBMISSION: OCTOBER 16, 2020

Prepared by:

GIRLIE D. LOPEZ
Administrative Officer V
Personnel Section

Approved by:

CORAZOVI. FLORES, MD, MPH, CESO IV OIC-Director IV



Republic of the Philippines Department of Health

METRO MANILA CENTER FOR HEALTH DEVELOPMENT

1st Endorsement August 4, 2020

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

CORAZON L. PHORES, MD, MPH, CESO IV OIC-Director IV

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:

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CORAZON I. FLORES, MD,MPH, CESO IV

Date:

4-Aug-20

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Medical Officer III	Engineer III	Administrative Assistant OSEC-DOHB-	Administrative Aide VI	Position Title (Parenthetical Title, if applicable)
OSEC-DOHB- MDOF3-30040- 2014	OSEC-DOHB- ENG3-30002-1998	OSEC-DOHB- ADAS2-30381-2016	OSEC-DOHB- ADA6-30046-2014	Plantilla Item No.
21	19	& .	6	Salary/ Job/ Pay Grade
59,353.00	46,791.00	Year st college School with re vocatio	Compleyear st college School with rel wocatio	Monthly Salary
59,353.00 Doctor of Medicine None Required	Bachelor's degree in Engineering 46,791.00 relevant to the job	Completion of two- year studies in college or High School Graduate with relevant vocational/trade course	Completion of two- year studies in college or High School Graduate with relevant vocational/trade course	Education
None Required	8 hours of relevant training	4 hours of relevant training	4 hours of relevant training	Training
None Required *(Preferably 1 year of relevant experience in Public Health Programs)	2 years of relevant experience	1 year of relevant experience	Career Service (Subprofessional) 1 year of relevant experience First Level Eligibility	Qualification Standards Experience
RA 1080	RA 1080	Career Service (Subprofessional) First Level Eligibility	Career Service (Subprofessional) First Level Eligibility	Eligibility
N/A	N/A	N/A	N/A	Competency (if applicable)
Local Health Support Division	Local Health Support Division	Management Support Services Division	Management Support Services Division	Place of Assignmen

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	Senior Health Program SRHPO-30010-	•	•	
	SRHPO-30010-			
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	Eight (8) hours of relevant Two training			
	(2) years of relevant rience			
6	(Professional) Second Level Eligibility	o	•	
	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 August 19, 2020.

- 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);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through pouripriemail their application to:

CORAZON I. FLORES, MP (MPH), CESO IV

Blk 6, Brgy. Road, Welfareville Compound, Brgy Addition Hills, Mandaluyong City 1550 chd mm@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.