



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	4 hours of relevant training
ELIGIBILITY	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
TRAINING	4 hours of relevant training
ELIGIBILITY	Career Service (Subprofessional) 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 *(Preferably Sanitary)
EXPERIENCE	2 years of relevant experience
TRAINING	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: <ul style="list-style-type: none"> • Program plan and Management • Reporting and Data Analysis • Monitoring and Evaluation Process
TRAINING	None Required
ELIGIBILITY	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)

EXPERIENCE

*(Preferably Bachelor of Science in Nursing)

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:


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

Request for Reproduction 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:

CORAZON L. PEDRES, MD, MPH, CESO IV
O/C-Director/

Date: 4-Aug-20

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 VI	OSEC-DOHB- ADA6-30046-2014	6	15,254.00	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Management Support Services Division
2 Administrative Assistant II	OSEC-DOHB- ADAS2-30381-2016	8	17,505.00	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Management Support Services Division
3 Engineer III	OSEC-DOHB- ENG3-30002-1998	19	46,791.00	Bachelor's degree in Engineering relevant to the job	8 hours of relevant training	2 years of relevant experience	RA 1080	N/A	Local Health Support Division
4 Medical Officer III	OSEC-DOHB- MDOF3-30040-2014	21	59,353.00	Doctor of Medicine	None Required	None Required *(Preferably 1 year of relevant experience in Public Health Programs)	RA 1080	N/A	Local Health Support Division

