

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

SIGNED PUBLICATION  
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8/21/24

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

*[Signature]*  
CYNTHIA D. RAPACON  
Supervising Human Resource Specialist

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:

*[Signature]*  
RIO L. MAGPANTAY, MD, PHSAE, CESO III  
Director IV

Date: 21-Aug-24

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Health Program Researcher	OSEC-DOHB-HRP-30024-2014	9	22,219.00	Bachelor's Degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	<ul style="list-style-type: none"> <li>• Exemplifying Integrity : Basic</li> <li>• Professionalism : Basic</li> <li>• Service Excellence : Basic</li> <li>• Effective Communication Skills : Basic</li> <li>• Effective Interpersonal Relations : Basic</li> <li>• Organizational Awareness and Commitment : Basic</li> <li>• Computer Skills : Basic</li> <li>• Diversity Management: Basic</li> <li>• Managing Work: Basic</li> <li>• Providing Support and Services: Basic</li> <li>• Records Management: Basic</li> </ul>	Local Health Support Division

2	Administrative Aide IV (Driver II)	OSEC-DOHB-ADA4-30197-2004	4	16,209.00	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC10, s. 2013- Cat. IV)	N/A	Office of the Regional Director
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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 September 5, 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](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:

**RIO L. MAGPANTAY, MD, PHSAE, CESO III**

Director IV

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

[hrrmpsb.dohmmchd@gmail.com](mailto:hrrmpsb.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.**