



Republic of the Philippines  
Department of Health

**METRO MANILA CENTER FOR HEALTH DEVELOPMENT**

**1<sup>st</sup> Endorsement**

August 23, 2021

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 publication, recommending favorable action.

  
**GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III**  
Director IV

Republic of the Philippines  
**DEPARTMENT OF HEALTH**  
Request for Publication 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:

GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III

  
Director IV

Date:

August 23, 2021

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	Development Management Officer III	OSEC-DOHB- DMO3-30015-2014	18	43,681.00	Bachelor's Degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Local Health Support Division
2	Nurse V	OSEC-DOHB- NURS5-30002- 2014	20	54,251.00	Bachelor of Science in Nursing	8 hours of relevant training	2 years of relevant experience	RA 1080	N/A	Local Health Support Division
3	Nurse III	OSEC-DOHB- NURS3-30003- 1998	17	39,986.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Local Health Support Division
4	Administrative Assistant II	OSEC-DOHB- ADAS2-30082-2004	8	18,251.00	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 (Sub-Professional) First Level Eligibility	N/A	Local Health Support Division
5	Administrative Aide IV (Driver II)	OSEC-DOHB-ADA4- 30198-2004	4	14,400.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	None required	None required	Professional Driver's License	N/A	Management Support Services 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 **September 6, 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:

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GLORIA J. BALBOA, MD, MPH, MHA, CEO VI, CESO III

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Director IV

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

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[chd\\_mm@yahoo.com](mailto:chd_mm@yahoo.com)

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