



Republic of the Philippines
Department of Health

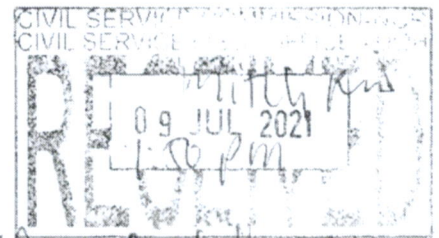
METRO MANILA CENTER FOR HEALTH DEVELOPMENT

1st Endorsement
July 7, 2021

RECEIVED
DATE: 7/08/21
By: CLARESE

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 IIIA
Director IV



Michelle

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, CES
Director IV

Date: July 7, 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	Administrative Assistant III	OSEC-DOHB-ADAS3-30025-2014	9	19,593.00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Sub-professional) First Level Eligibility	N/A	Local Health Division
2	Development Management Officer IV	OSEC-DOHB-DMO4-30052-2014	22	68,415.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Field Operational Cluster
3	Development Management Officer IV	OSEC-DOHB-DMO4-30054-2014	22	68,415.00	Bachelor's degree relevant to the job	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Field Operational Cluster

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 **July 27, 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;
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:

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

Director 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.