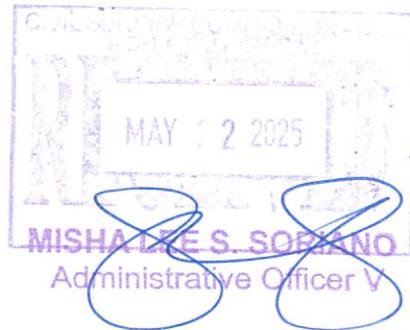




Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



May 21, 2025



NOEL V. SALUMBIDES

Director II
Civil Service Commission – Field Office
Department of Health
Sta. Cruz, Manila

Dear Director Salumbides,

May we respectfully request your good office to publish the attached bulletin of vacant positions of this office.

Thank you.

Very truly yours,

E. Cavyro
EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS
Officer-in Charge, Medical Center Chief II

SVV/CBV:zkd

"PHIC Accredited Healthcare Provider"
"Valenzuela Medical Center...Where your health matters most"

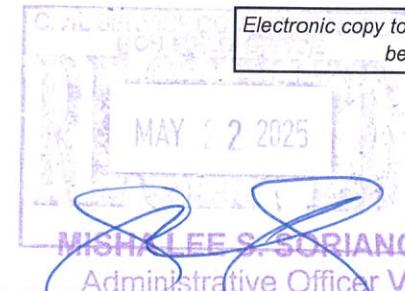


Address: Padrigal St., Karuhatan, Valenzuela City, 1441
Telephone Nos: 8294-6711 to 17
Director's Office Direct Line: 8291-4259
Email Address: valgen_hosp@yahoo.com
Website: <https://vmc.doh.gov.ph/>

Republic of the Philippines
VALENZUELA CITY MEDICAL CENTER
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 VALENZUELA CITY MEDICAL CENTER in the CSC website:



EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS
Officer-in Charge, Medical Center Chief II

Date: May 21, 2025

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 I	OSEC-DOHB-ADAS1-30111-2015	7	20110	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility		Physical Medicine and Rehabilitation
2	Hospital Housekeeper	OSEC-DOHB-HHKPER-30122-2015	8	21448	High School Graduate	4 hours of relevant training	1 year of relevant experience	None Required (MC 10, s. 2013-Cat. III)	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources	Engineering & Facilities Management Section
3	Medical Specialist IV	OSEC-DOHB-MDSP4-30046-2013	25	111,727	Doctor of Medicine with a certificate as Fellow of the relevant specialty society and/or Diploma of the relevant specialty board	8 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating, and supervising various activities of a staff involved in practice of medicine	RA 1080 (Physician)	6. Self Development 7. Attention to Communication	Department of Anesthesiology

4	Nurse II	OSEC-DOHB-NURS2-30289-2021	16	43560	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication
5	Nurse I	OSEC-DOHB-NUR1-30021-1998	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080	Nursing Service

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 June 4, 2025.

1. Letter of Intent or Application Letter;
2. Completely filled out Personal Data Sheet (CS Form 212 Rev 2017);
3. Credentials: Photocopy of Authenticated/Certified True Copy of:

- Diploma
- Transcript of Records
- Certification of Completion of Residency Training, Diplomate or Fellow, if applicable
- Certificate of Training/Seminars Attended, if applicable

Note: Authenticated/Certified True Copy must be presented upon submission of complete requirements

4. Eligibility: Photocopy of eligibility to be used:
 - PRC License, Board Rating, and Board Certificate
 - CSC Professional and/or Sub-professional
 - Other related eligibility

Note: Applicant may submit proof of eligibility which can be done through CSEVS, PRC LERIS or the SC Lawyer's List

5. Photocopy copy of latest NBI Clearance
6. Photocopy of Performance Rating in the last rating period, if applicable
7. Photocopy of Certificate of Employment with Actual Duties and Responsibilities, if applicable
8. Photocopy of Birth Certificate (PSA Copy)
9. Photocopy of Marriage Certificate (PSA Copy), if applicable

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

EDILBERTO V. CAVANEYRO, MD, MHA, FPCS, FPSGS

Officer-in Charge, Medical Center Chief II

Thru: Christopher B. Villafria
Supervising Administrative Officer
Padrigal St., Karuhatan, Valenzuela City

NOTE:

All vacant positions shall be open to all qualified applicants regardless of age, gender, civil status, disability, religion, ethnicity, social status, class, political affiliation, or other similar factors/personal circumstances which run counter to the principles of merit and fitness for the job and equal employment opportunity.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.