



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



November 03, 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,

MANUEL B. POCSIDIO JR., MD, MMHoA, FPCS, FPSGS, FPCRS

Officer in Charge, Medical Center Chief II

SVV/CBV:ppmcb

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



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Republic of the Philippines
VALENZUELA CITY MEDICAL CENTER
Request for Publication of Vacant Positions



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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the VALENZUELA CITY MEDICAL CENTER:

CHRISTOPHER B. VILLAFRIA
HRMO

Date: November 03, 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/ Area of Specialization/ Residency Requirement (if applicable) | |
| 1 | Administrative Aide IV (Storekeeper I) | OSEC-DOHB-ADA4-30148-2004 | 4 | 16,833.00 | Elementary School Graduate | None Required | None Required | None Required (MC.10, s. 2013 - Cat. III) | 1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources | Nutrition and Dietetics Department |
| 2 | Administrative Aide IV (Storekeeper I) | OSEC-DOHB-ADA4-30188-2004 | 4 | 16,833.00 | Elementary School Graduate | None Required | None Required | None Required (MC.10, s. 2013 - Cat. III) | 6. Self Development 7. Attention to Communication | Nutrition and Dietetics Department |

| | | | | | | | | | | |
|---|---|----------------------------|---|-----------|---|---------------|---------------|---|---|---|
| 3 | Administrative Aide VI (Electrician II) | OSEC-DOHB-ADA6-30018-2020 | 6 | 18,957.00 | <p>High School Graduate (prior to 2016),</p> <p>OR</p> <p>Completion of Grade 10/Junior High School (starting 2016)</p> <p>OR</p> <p>Completion of relevant vocational/trade course</p> | None required | None required | Electrician (MC No. 10, s. 2013-Cat.II) | <p>1. Organizational Commitment</p> <p>2. Integrity</p> <p>3. Quality Service</p> <p>4. Teamwork</p> <p>5. Stewardship of Resources</p> <p>6. Self Development</p> <p>7. Attention to Communication</p> | Engineering and Facilities Management Section |
| 4 | Administrative Assistant I | OSEC-DOHB-ADAS1-30068-2014 | 7 | 20,110.00 | <p>Completion of 2 years of studies in college (prior to 2018),</p> <p>OR</p> <p>High school graduate with relevant vocational/trade course (prior to 2018),</p> <p>OR</p> <p>Completion of Grade 12/Senior High School under Technical-Vocational-Livelihood Track,</p> <p>OR</p> <p>Completion of Grade 10/Junior High School with relevant vocational/trade course (TESDA NC II) (starting 2018)</p> | None required | None required | Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility | | Finance Service |

| | | | | | | | | | | |
|---|----------------------------|------------------------------------|----|-----------|---|---------------|---------------|---|---|-----------------------------------|
| | Administrative Assistant I | OSEC-DOHB- ADAS1- 30138-2015 | 7 | 20,110.00 | <p>Completion of 2 years of studies in college (prior to 2018),</p> <p>OR</p> <p>High school graduate with relevant vocational/trade course (prior to 2018),</p> <p>OR</p> <p>Completion of Grade 12/Senior High School under Technical-Vocational-Livelihood Track,</p> <p>OR</p> <p>Completion of Grade 10/Junior High School with relevant vocational/trade course (TESDA NC II) (starting 2018)</p> | None required | None required | Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility | <p>1. Organizational Commitment</p> <p>2. Integrity</p> <p>3. Quality Service</p> <p>4. Teamwork</p> <p>5. Stewardship of Resources</p> <p>6. Self Development</p> <p>7. Attention to Communication</p> | Human Resource Management Section |
| | Medical Officer III | OSEC-DOHB- MDOF3- 30189-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 7 | Medical Officer III | OSEC-DOHB- MDOF3- 30180-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |

| | | | | | | | | | | |
|----|---------------------|----------------------------|----|-----------|--------------------|---------------|---------------|---------------------|--|-----------------|
| 8 | Medical Officer III | OSEC-DOHB-MDOF3-30141-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | 1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication | Medical Service |
| 9 | Medical Officer III | OSEC-DOHB-MDOF3-30175-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 10 | Medical Officer III | OSEC-DOHB-MDOF3-30169-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 11 | Medical Officer III | OSEC-DOHB-MDOF3-30168-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 12 | Medical Officer III | OSEC-DOHB-MDOF3-30039-2015 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 13 | Medical Officer III | OSEC-DOHB-MDOF3-30142-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |

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|----|---------------------|----------------------------|----|-----------|--------------------|---------------|---------------|---------------------|--|-----------------|
| 14 | Medical Officer III | OSEC-DOHB-MDOF3-30183-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | 1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication | Medical Service |
| 15 | Medical Officer III | OSEC-DOHB-MDOF3-30018-1998 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 16 | Medical Officer III | OSEC-DOHB-MDOF3-30044-2015 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 17 | Medical Officer III | OSEC-DOHB-MDOF3-30139-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 18 | Medical Officer III | OSEC-DOHB-MDOF3-30010-1998 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 19 | Medical Officer III | OSEC-DOHB-MDOF3-30173-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |

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|----|---------------------|----------------------------|----|-----------|--------------------|---------------|---------------|---------------------|--|-----------------|
| 20 | Medical Officer III | OSEC-DOHB-MDOF3-30036-2022 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | 1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication | Medical Service |
| 21 | Medical Officer III | OSEC-DOHB-MDOF3-30037-2022 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 22 | Medical Officer III | OSEC-DOHB-MDOF3-30038-2022 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 23 | Medical Officer III | OSEC-DOHB-MDOF3-30174-2020 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 24 | Medical Officer III | OSEC-DOHB-MDOF3-30031-2013 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |
| 25 | Medical Officer III | OSEC-DOHB-MDOF3-30001-2010 | 21 | 70,013.00 | Doctor of Medicine | None required | None required | RA 1080 (Physician) | | Medical Service |

| | | | | | | | | | | |
|----|-----------------------------------|----------------------------|----|-----------|--|------------------------------|---|---------------------|--|--------------------------------------|
| 26 | Medical Officer IV | OSEC-DOHB-MDOF4-30184-2020 | 23 | 87,315.00 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 (Physician) | 1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication | Medical Service |
| 27 | Medical Specialist II - Full Time | OSEC-DOHB-MDSP2-30014-2020 | 23 | 87,315.00 | Doctor of Medicine with a certificate as Fellow of the relevant specialty society and/or Diploma of the relevant specialty board | 4 hours of relevant training | 2 years of responsible experience as Medical Specialist I or other related experience | RA 1080 (Physician) | | Department of Pediatrics |
| 28 | Midwife II | OSEC-DOHB-MDWF2-30010-1998 | 11 | 30,024.00 | Completion of the Midwifery Course | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Nursing Service |
| 29 | Midwife II | OSEC-DOHB-MDWF2-30013-1998 | 11 | 30,024.00 | Completion of the Midwifery Course | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Nursing Service |
| 30 | Nurse I | OSEC-DOHB-NUR1-30138-2020 | 15 | 40,208.00 | Bachelor of Science in Nursing | None Required | None Required | RA 1080 | | Nursing Service |
| 31 | Occupational Therapist III | OSEC-DOHB-OT3-30003-2014 | 18 | 51,304.00 | Bachelor's degree in Occupational Therapy | 8 hours of relevant training | 2 years of relevant experience | RA 1080 | | Physical Medicine and Rehabilitation |

| | | | | | | | | | | |
|----|---------------------------|--------------------------|----|-----------|---|------------------------------|-------------------------------|---------|--|--------------------------------------|
| 32 | Occupational Therapist II | OSEC-DOHB-OT2-30004-2014 | 15 | 40,208.00 | Bachelor's degree in Occupational Therapy | 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 | Physical Medicine and Rehabilitation |
| 33 | Occupational Therapist II | OSEC-DOHB-OT2-30001-2021 | 15 | 40,208.00 | Bachelor's degree in Occupational Therapy | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Physical Medicine and Rehabilitation |
| 34 | Occupational Therapist II | OSEC-DOHB-OT2-30045-2022 | 15 | 40,208.00 | Bachelor's degree in Occupational Therapy | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Physical Medicine and Rehabilitation |
| 35 | Occupational Therapist I | OSEC-DOHB-OT1-30038-2015 | 11 | 30,024.00 | Bachelor's degree in Occupational Therapy | None Required | None Required | RA 1080 | | Physical Medicine and Rehabilitation |
| 36 | Occupational Therapist I | OSEC-DOHB-OT1-30039-2015 | 11 | 30,024.00 | Bachelor's degree in Occupational Therapy | None Required | None Required | RA 1080 | | Physical Medicine and Rehabilitation |
| 37 | Occupational Therapist I | OSEC-DOHB-OT1-30040-2015 | 11 | 30,024.00 | Bachelor's degree in Occupational Therapy | None Required | None Required | RA 1080 | | Physical Medicine and Rehabilitation |

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** for position/s requiring work experience).

8. Photocopy of **Birth Certificate** (PSA Copy)

9. Photocopy of **Marriage Certificate** (PSA Copy), if applicable

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.

This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to **hand in or send through courier** their application to the head of office/ human resource management office/records office, as the case may be:

MANUEL B. POCSIDIO JR., MD, MMHoA, FPCS, FPSGS, FPSCRS

Officer-In-Charge, Medical Center Chief II

Padriqal St. Karuhatan, Valenzuela City

8-2816640 / vmc_hrd@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.