



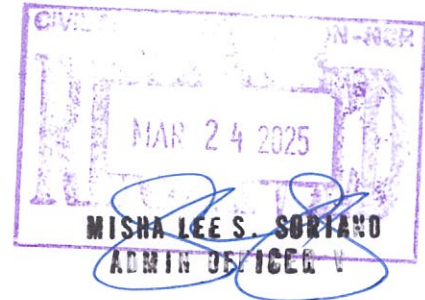
Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



March 24, 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,

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

SVV/CBV:zkd

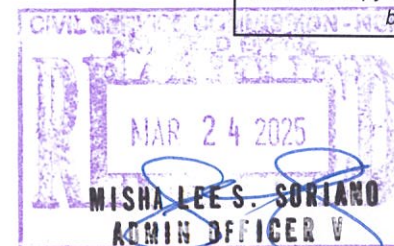
"PHIC Accredited Healthcare Provider"
"Valenzuela Medical Center...Where your health matters most"



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

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 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: March 24, 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 Aide VI (Chauffeur II)	OSEC-DOHB- ADA6-30079- 2004	6	18957	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC.10, s. 2013 - Cat. IV)	1. Organizational Commitment 2. Integrity	Engineering & Facilities Management Section
2	Administrative Officer III	OSEC-DOHB- ADOF3-30132- 2015	14	37024	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) / Second Level Eligibility	3. Quality Service 4. Teamwork	Health Information Management Department
3	Administrative Officer II	OSEC-DOHB- ADOF2-30018- 2015	11	30024	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) / Second Level Eligibility	5. Stewardship of Resources	Human Resource Management Office
4	Administrative Officer II	OSEC-DOHB- ADOF2-30037- 2020	11	30024	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) / Second Level Eligibility	6. Self Development 7. Attention to Communication	Human Resource Management Office
5	Midwife I	OSEC-DOHB- MDWF1-30037- 2015	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080		Nursing Service

6	Midwife I	OSEC-DOHB-MDWF1-30009-2013	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Nursing Service
7	Midwife I	OSEC-DOHB-MDWF1-30081-2014	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080		Nursing Service
8	Midwife I	OSEC-DOHB-MDWF1-30039-2020	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080		Nursing Service
9	Midwife I	OSEC-DOHB-MDWF1-30038-2015	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080		Nursing Service
10	Midwife I	OSEC-DOHB-MDWF1-30079-2014	9	23226	Completion of Midwifery Course	None Required	None Required	RA 1080		Nursing Service
11	Nurse II	OSEC-DOHB-NURS2-30014-2023	16	43560	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080		Nursing Service
12	Nurse I	OSEC-DOHB-NUR1-30087-2015	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
13	Nurse I	OSEC-DOHB-NUR1-30002-1998	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
14	Nurse I	OSEC-DOHB-NUR1-30096-2020	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
15	Nurse I	OSEC-DOHB-NUR1-30082-2015	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service

16	Nurse I	OSEC-DOHB-NUR1-30133-2020	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources	Nursing Service
17	Nurse I	OSEC-DOHB-NUR1-30072-2015	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
18	Nurse I	OSEC-DOHB-NUR1-30097-2020	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
19	Respiratory Therapist I	OSEC-DOHB-RSTH1-30028-2015	10	25586	Bachelor of Science in Respiratory Therapy	None Required	None Required	RA 1080 (Respiratory Therapist)		Pulmonary Unit

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 April 8, 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.