



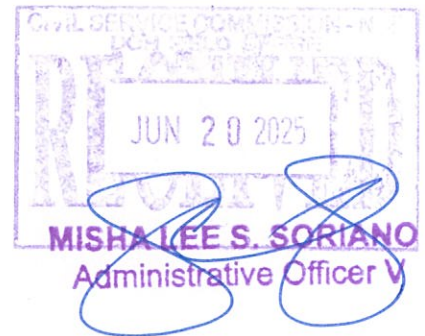
Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



June 20, 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

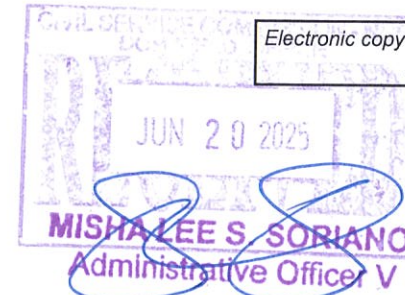
“PHIC Accredited Healthcare Provider”
“Valenzuela Medical Center...Where your health matters most”



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: June 20, 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 Officer III	OSEC-DOHB- ADOF3-30023- 2022	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	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Human Resource Management Section
2	Administrative Assistant II	OSEC-DOHB- ADAS2-30017- 2022	8	21448	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	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility		Finance Service
3	Administrative Assistant I	OSEC-DOHB- ADAS1-30071- 2004	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		Human Resource Management Section

4	Administrative Assistant I	OSEC-DOHB-ADAS1-30141-2015	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	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Materials Management Section
5	Administrative Assistant I	OSEC-DOHB-ADAS1-30139-2015	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		Department of Ophthalmology
6	Administrative Assistant I	OSEC-DOHB-ADAS1-30030-2020	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		Health Information Management Department
7	Medical Officer III	OSEC-DOHB-MDOF3-30152-2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
8	Medical Officer III	OSEC-DOHB-MDOF3-30153-2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service

9	Medical Officer III	OSEC-DOHB- MDOF3-30034- 2022	21	70013	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
10	Medical Officer III	OSEC-DOHB- MDOF3-30024- 2015	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
11	Medical Officer III	OSEC-DOHB- MDOF3-30018- 1998	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
12	Medical Officer III	OSEC-DOHB- MDOF3-30044- 2015	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
13	Medical Officer III	OSEC-DOHB- MDOF3-30139- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service

14	Medical Officer III	OSEC-DOHB- MDOF3-30010- 1998	21	70013	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- MDOF3-30173- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
16	Medical Officer III	OSEC-DOHB- MDOF3-30036- 2022	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
17	Medical Officer III	OSEC-DOHB- MDOF3-30037- 2022	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
18	Medical Officer III	OSEC-DOHB- MDOF3-30038- 2022	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service

19	Medical Officer III	OSEC-DOHB- MDOF3-30174- 2020	21	70013	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
20	Medical Officer III	OSEC-DOHB- MDOF3-30031- 2013	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		Medical Service
21	Medical Officer III	OSEC-DOHB- MDOF3-30166- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		UHC HSC Area II Office of the Undersecretary
22	Medical Officer III	OSEC-DOHB- MDOF3-30167- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		UHC HSC Area II Office of the Undersecretary
23	Medical Officer III	OSEC-DOHB- MDOF3-30190- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		DOH - Center for Health Development CALABARZON

24	Medical Officer III	OSEC-DOHB- MDOF3-30191- 2020	21	70013	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	DOH - Center for Health Development CALABARZON
25	Medical Officer III	OSEC-DOHB- MDOF3-30192- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		DOH - Center for Health Development CALABARZON
26	Medical Officer III	OSEC-DOHB- MDOF3-30193- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		DOH - Center for Health Development CALABARZON
27	Medical Officer III	OSEC-DOHB- MDOF3-30194- 2020	21	70013	Doctor of Medicine	None required	None required	RA 1080 (Physician)		DOH - Center for Health Development CALABARZON
28	Medical Officer IV	OSEC-DOHB- MDOF4-30044- 2015	23	87315	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		Medical Service

29	Medical Officer IV	OSEC-DOHB-MDOF4-30083-2015	23	87315	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
30	Medical Officer IV	OSEC-DOHB-MDOF4-30085-2015	23	87315	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		Medical Service
31	Medical Officer IV	OSEC-DOHB-MDOF4-30180-2020	23	87315	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		Medical Service
32	Medical Officer IV	OSEC-DOHB-MDOF4-30044-2022	23	87315	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)		Medical Service
33	Medical Specialist III - Part Time	OSEC-DOHB-MDSPT3-30013-2020	24	49092.5	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	3 years of progressively responsible experience as Medical Specialist II or other related experience	RA 1080 (Physician)		Medical Service

34	Medical Specialist II - Part Time	OSEC-DOHB-MDSPT2-30046-2014	23	43657.5	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)	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Medical Service
35	Nurse I	OSEC-DOHB-NUR1-30084-2015	15	40208	Bachelor of Science in Nursing	None Required	None Required	RA 1080		Nursing Service
36	Occupational Therapist III	OSEC-DOHB-OT3-30003-2014	18	51304	Bachelor's degree in Occupational Therapy	8 hours of relevant training	2 years of relevant experience	RA 1080		Physical Medicine and Rehabilitation
37	Occupational Therapist II	OSEC-DOHB-OT2-30001-2021	15	40208	Bachelor's degree in Occupational Therapy	4 hours of relevant training	1 year of relevant experience	RA 1080		Physical Medicine and Rehabilitation
38	Occupational Therapist II	OSEC-DOHB-OT2-30004-2014	15	40208	Bachelor's degree in Occupational Therapy	4 hours of relevant training	1 year of relevant experience	RA 1080		Physical Medicine and Rehabilitation

39	Occupational Therapist II	OSEC-DOHB-OT2-30045-2022	15	40208	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
40	Occupational Therapist I	OSEC-DOHB-OT1-30038-2015	11	30024	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080		Physical Medicine and Rehabilitation
41	Occupational Therapist I	OSEC-DOHB-OT1-30038-2022	11	30024	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080		Physical Medicine and Rehabilitation
42	Occupational Therapist I	OSEC-DOHB-OT1-30039-2015	11	30024	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080		Physical Medicine and Rehabilitation
43	Occupational Therapist I	OSEC-DOHB-OT1-30040-2015	11	30024	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080		Physical Medicine and Rehabilitation

44	Respiratory Therapist I	OSEC-DOHB-RSTH1-30010-2013	10	25586	Bachelor of Science in Respiratory Therapy	None Required	None Required	RA 1080 (Respiratory Therapist)	1. Organizational Commitment 2. Integrity 3. Quality Service 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Pulmonary Unit
45	Respiratory Therapist I	OSEC-DOHB-RSTH1-30046-2020	10	25586	Bachelor of Science in Respiratory Therapy	None Required	None Required	RA 1080 (Respiratory Therapist)		Pulmonary Unit
46	Social Welfare Officer I	OSEC-DOHB-SOCWO1-30125-2015	11	30024	Bachelor's Degree in Social Work	None Required	None Required	RA 1080 (Social Worker)		Medical Social Work Department
47	Speech Therapist II	OSEC-DOHB-STH2-30001-2014	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		Physical Medicine and Rehabilitation
48	Speech Therapist II	OSEC-DOHB-STH2-30051-2015	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		Physical Medicine and Rehabilitation

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 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.