

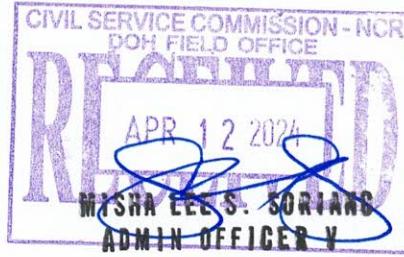


Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



April 11, 2024

ATTY. VLADEMIR E. VILLACORTA
Director III
Civil Service Commission – Field Office
Department of Health
Sta. Cruz, Manila



Dear **Atty. Villacorta**,

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

Thank you.

Very truly yours,

ESTELA E. JAVIER, MD, FPOGS, FPSMS
Officer-in Charge, Medical Center Chief II

SVV/CBV/zkd

"PHIC Accredited Healthcare Provider"

"Valenzuela Medical Center...Where your health matters most"

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- Padrigal St., Karuhatan, Valenzuela City 1441 ● Trunk Line: 294-67-11 loc. 134; ● Fax: 291-42-59
 - URL: <http://ymc.doh.gov.ph> ● Email: valgen_hosp@yahoo.com

APR 12 2024



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

ESTELA E. JAVIER, MD, FPOGS, FPSMS
Officer-in Charge, Medical Center Chief

Date: April 12, 2024

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Qualification Standards				Place of Assignment
				Education	Training	Experience	Eligibility	
1	Dentist V	OSEC-DOHB-DENT5-30026-2015	24	90078	Doctor of Dental Medicine or Dental Surgery	24 hours of relevant training	4 years of relevant experience	RA 1080
2	Health Physicist III	OSEC-DOHB-HPHY3-30047-2015	22	71511	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility
3	Nutritionist-Dietitian V	OSEC-DOHB-ND5-30101-2014	22	71511	Bachelor's degree major in Nutrition Dietetics or Community Nutrition	16 hours of relevant training	3 years of relevant experience	RA 1080
4	Occupational Therapist III	OSEC-DOHB-OT3-30003-2014	18	46725	Bachelor's degree in Occupational Therapy	8 hours of relevant training	2 years of relevant experience	RA 1080 (Occupational Therapist)
5	Nurse III	OSEC-DOHB-NURS3-30112-2014	17	43030	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080

6	Nurse III	OSEC-DOHB-NURS3-30076-2015	17	43030	Bachelor of Science in Nursing	4 hours of relevant training 1 year of relevant experience RA 1080
7	Nurse II	OSEC-DOHB-NURS2-30282-2021	16	39672	Bachelor of Science in Nursing	4 hours of relevant training 1 year of relevant experience RA 1080
8	Nurse II	OSEC-DOHB-NURS2-30284-2021	16	39672	Bachelor of Science in Nursing	4 hours of relevant training 1 year of relevant experience RA 1080
9	Nurse I	OSEC-DOHB-NUR1-30098-2014	15	36619	Bachelor of Science in Nursing	None Required None Required None Required RA 1080
10	Nurse I	OSEC-DOHB-NUR1-30001-2020	15	36619	Bachelor of Science in Nursing	None Required None Required RA 1080
11	Nurse I	OSEC-DOHB-NUR1-30009-2020	15	36619	Bachelor of Science in Nursing	None Required None Required RA 1080
12	Radiologic Technologist II	OSEC-DOHB-RT2-30097-2020	15	36619	Bachelor of Science in Radiologic Technology	4 hours of training in Radiologic Technology 1 year of experience as a Radiologic Technologist RA 1080 (Radiologic Technologist)
13	Occupational Therapist II	OSEC-DOHB-OT2-30004-2014	15	36619	Bachelor's degree in Occupational Therapy	4 hours of relevant training 1 year of relevant experience RA 1080 (Occupational Therapist)
14	Occupational Therapist II	OSEC-DOHB-OT2-30001-2021	15	36619	Bachelor's degree in Occupational Therapy	4 hours of relevant training 1 year of relevant experience RA 1080 (Occupational Therapist)
15	Occupational Therapist II	OSEC-DOHB-OT2-30045-2022	15	36619	Bachelor's degree in Occupational Therapy	4 hours of relevant training 1 year of relevant experience RA 1080 (Occupational Therapist)

16	Pharmacist II	OSEC-DOHB-PH2-30018-2010	15	36619	Bachelor's degree in Pharmacy	None Required	None Required RA 1080
17	Pharmacist II	OSEC-DOHB-PSY2-30007-2013	15	36619	Bachelor's degree in Pharmacy	None Required	None Required RA 1080
18	Psychologist II	OSEC-DOHB-PSY2-30033-2015	15	36619	Master's degree in Psychology	8 hours of relevant training on the delivery of psychological services which include psychological interventions, psychological assessments and psychological programs	None Required 1 year of relevant experience involving the delivery of psychological services RA 10029 (Psychologist)
19	Speech Therapist II	OSEC-DOHB-PSY2-30001-2014	14	33843	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience Career Service (Professional) Second Level Eligibility
20	Speech Therapist II	OSEC-DOHB-PSY2-30051-2015	14	33843	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience Career Service (Professional) Second Level Eligibility
21	Accountant I	OSEC-DOHB-A1-30002-1998	12	29165	Bachelor's degree in Commerce/ Business Administration major in Accounting	None Required	None Required RA 1080
22	Administrative Officer II	OSEC-DOHB-ADOF2-30023-2015	11	27000	Bachelor's degree relevant to the job	None Required	None Required Career Service (Professional) Second Level Eligibility
23	Medical Equipment Technician III	OSEC-DOHB-MEQT3-30044-2013	11	27000	Completion of two-year studies in college or Completion of relevant medical laboratory technician course	8 hours of relevant training	2 years of relevant experience Medical Equipment Technician (MC. 10, s. 2013 - Cat. II)
24	Radiologic Technologist I	OSEC-DOHB-RT1-30032-2015	11	27000	Bachelor of Science in Radiologic Technology	None Required	None Required RA 1080 (Radiologic Technologist)
25	Occupational Therapist I	OSEC-DOHB-OT1-30038-2015	11	27000	Bachelor's degree in Occupational Therapy	None Required	RA 1080 (Occupational Therapist)

26	Occupational Therapist I	OSEC-DOHB-OT1-30039-2015	11	27000	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080 (Occupational Therapist)	Physical Medicine and Rehabilitation
27	Occupational Therapist I	OSEC-DOHB-OT1-30040-2015	11	27000	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080 (Occupational Therapist)	Physical Medicine and Rehabilitation
28	Occupational Therapist I	OSEC-DOHB-OT1-30038-2022	11	27000	Bachelor's degree in Occupational Therapy	None Required	None Required	RA 1080 (Occupational Therapist)	1. Organizational Commitment 2. Integrity
29	Administrative Officer I	OSEC-DOHB-ADOF1-30010-2020	10	23176	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	3. Quality Service
30	Administrative Aide VI (Labor Foreman)	OSEC-DOHB-ADA6-30080-2004	6	17553	High School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	4. Teamwork
31	Administrative Aide VI (Labor Foreman)	OSEC-DOHB-ADA6-30081-2004	6	17553	High School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	5. Stewardship of Resources
32	Administrative Aide VI (Labor Foreman)	OSEC-DOHB-ADA6-30083-2004	6	17553	High School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	6. Self Development
33	Administrative Aide VI (Labor Foreman)	OSEC-DOHB-ADA6-30085-2004	6	17553	High School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	7. Attention to Communication
34	Administrative Aide VI (Chauffeur II)	OSEC-DOHB-ADA6-30003-2022	6	17553	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC.10, s. 2013 - Cat. IV)	Engineering & Facilities Management Section
35	Nursing Attendant II	OSEC-DOHB-NATT2-30078-2015	6	17553	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	Nursing Division

		OSEC-DOHB-COK2-30001-1998	5	16543	Elementary School Graduate		None required (MC.10, s. 2013 - Cat. III)	1. Organizational Commitment 2. Integrity	Nutrition and Dietetics Section
36	Cook II	OSEC-DOHB-COK2-30077-2015	5	16543	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	Nutrition and Dietetics Section
37	Cook II	OSEC-DOHB-COK2-30078-2015	5	16543	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	3. Quality Service
38	Cook II	OSEC-DOHB-COK2-30002-2022	5	16543	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	Nutrition and Dietetics Section
39	Cook II	OSEC-DOHB-ADA4-30154-2004	5	16543	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	4. Teamwork
40	Administrative Aide IV	OSEC-DOHB-SEAM-30001-2022	4	15586	Completion of two-year studies in college or Highschool Graduate with relevant vocational/trade course	None Required	None Required	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility	5. Stewardship of Resources
41	Seamstress	OSEC-DOHB-SEAM-30001-2022	2	13819	Elementary School Graduate	None Required	None Required	None required (MC.10, s. 2013 - Cat. III)	6. Self Development
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 26, 2024.									

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 Authenticated/Certified True Copy of:

- PRC License, Board Rating, and Board Certificate
- CSC Professional and/or Sub-professional

- Other related eligibility

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

5. Original 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:

ESTELA E. JAVIER, MD, FPOGS, FPSMS

Officer-in Charge, Medical Center Chief II

Thru: Christopher B. Villafrria

Supervising Administrative Officer
Padrigal St., Karuhatan, Valenzuela City

valgen_hosp@yahoo.com hrd@yahoo.com

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.