



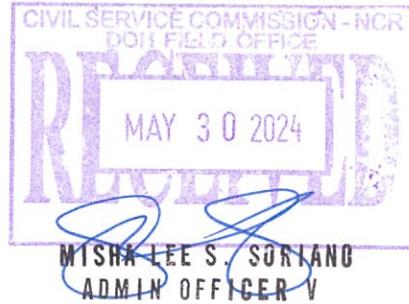
Republic of the Philippines
Department of Health
Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



May 30, 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"



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/>

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:

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



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

Date: May 30, 2024

CIVIL SERVICE COMMISSION - NO. 9 FORM FEE OFFICE
Electronic copy to be submitted to the CSC FO must
be in MS Excel format

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	MEDICAL SPECIALIST III - PART TIME	OSEC-DOHB- MDSP3-30005- 1998	24	90078	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
2	MEDICAL SPECIALIST III - PART TIME	OSEC-DOHB- MDSPT3-30003- 1998	24	45039	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)	1. Organizational Commitment 2. Integrity Medical Service
3	MEDICAL SPECIALIST II - PART TIME	OSEC-DOHB- MDSPT2-30044- 2014	23	40001.5	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)	3. Quality Service 4. Teamwork Medical Service
4	MEDICAL SPECIALIST II - PART TIME	OSEC-DOHB- MDSPT2-30025- 2015	23	40001.5	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)	5. Stewardship of Resources Medical Service
5	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30034- 2013	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	6. Self Development 7. Attention to Communication Department of Radiology

	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30085- 2015	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	Department of Radiology
7	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30044- 2015	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	Ophthalmology Section
8	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30084- 2015	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	1. Organizational Commitment Medical Service
9	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30175- 2020	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	2. Integrity Medical Service
10	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30041- 2015	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	3. Quality Service Medical Service
11	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30086- 2015	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	4. Teamwork Medical Service
12	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30148- 2020	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	5. Stewardship of Resources Department of Family and Community Medicine
13	MEDICAL OFFICER IV	OSEC-DOHB- MDOF4-30163- 2020	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080 (Physician)	Department of Family and Community Medicine
14	MEDICAL OFFICER II	OSEC-DOHB- MDOF3-30172- 2020	21	63997	Doctor of Medicine	None required	None required	RA 1080 (Physician)	7. Attention to Communication Medical Service
15	MEDICAL OFFICER II	OSEC-DOHB- MDOF3-30008- 1998	21	63997	Doctor of Medicine	None required	None required	RA 1080 (Physician)	Medical Service

16	MEDICAL OFFICER III	OSEC-DOHB-MDOF3-30044-2015	21	63997	Doctor of Medicine	None required	None required
17	MEDICAL OFFICER II	OSEC-DOHB-MDOF3-30038-2015	21	63997	Doctor of Medicine	None required	RA 1080 (Physician)
18	STATISTICIAN III	OSEC-DOHB-STAT3-30023-2015	18	46725	Bachelor's degree relevant to the job	8 hours of relevant training	Career Service (Professional) Second Level Eligibility
19	NURSE II	OSEC-DOHB-NURS2-30250-2021	16	39672	Bachelor of Science in Nursing	4 hours of relevant training	1. Organizational Commitment 2. Integrity 3. Quality Service Nursing Service
20	NURSE II	OSEC-DOHB-NURS2-30269-2021	16	39672	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience RA 1080
21	NURSE I	OSEC-DOHB-NUR1-30003-2020	15	36619	Bachelor of Science in Nursing	None Required	RA 1080
22	NURSE I	OSEC-DOHB-NUR1-30018-2020	15	36619	Bachelor of Science in Nursing	None Required	RA 1080
23	NURSE I	OSEC-DOHB-PHT2-30034-2015	15	36619	Bachelor's degree in Physical Therapy	8 hours of relevant training	7. Attention to Communication Nursing Service
24	PHYSICAL THERAPIST II	OSEC-DOHB-PHT2-30034-2015	15	36619	Bachelor's degree in Physical Therapy	2 years of relevant experience RA 1080	Physical Medicine and Rehabilitation
25	ADMINISTRATIVE OFFICER II	OSEC-DOHB-ADOF2-30020-2015	11	27000	Bachelor's degree relevant to the job	None Required	Career Service (Professional) Second Level Eligibility Billing and Claims Section

	MEDICAL LABORATORY TECHNICIAN III	OSEC-DOHB-MLAB3-30047-2015	10	23176	Completion of a course of at least four (4) years leading to the degree or Bachelor of Science in Medical Technology or Bachelor of Science in Public Health	8 hours of relevant training	2 years of relevant experience	RA 1080	Department of Pathology and Laboratory
26	MEDICAL LABORATORY TECHNICIAN III	OSEC-DOHB-MLAB3-30109-2020	10	23176	Completion of a course of at least four (4) years leading to the degree or Bachelor of Science in Medical Technology or Bachelor of Science in Public Health	8 hours of relevant training	2 years of relevant experience	RA 1080	Department of Pathology and Laboratory
27	MEDICAL LABORATORY TECHNICIAN III	OSEC-DOHB-MLAB3-30035-2022	10	23176	Completion of a course of at least four (4) years leading to the degree or Bachelor of Science in Medical Technology or Bachelor of Science in Public Health	8 hours of relevant training	2 years of relevant experience	RA 1080	Department of Pathology and Laboratory
28	ADMINISTRATIVE ASSISTANT III	OSEC-DOHB-ADAS3-30153-2015	9	21129	Completion of two-year studies in college or Highschool Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	RA 1080	1. Organizational Commitment 2. Integrity
29	SOCIAL WELFARE ASSISTANT	OSEC-DOHB-SOCWAS-30080-2020	8	19744	Completion of two-year studies in college	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 Career Service (Subprofessional) / First Level Eligibility	Department of Pathology and Laboratory
30	WARD ASSISTANT	OSEC-DOHB-WARDA-30007-2023	7	18620	Completion of two-year studies in college	None Required	None Required	Career Service (Subprofessional) / First Level Eligibility	Billing and Claims Section
31	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-30044-2015	6	17553	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	None Required	None Required	5. Stewardship of Resources	Medical Social Work Service
32	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-30064-2014	6	17553	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	None Required	None Required	Medical Equipment Technician (MC 10, s. 2013 - Cat. II)	Nursing Service
33	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-30019-2020	6	17553	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	None Required	None Required	6. Self Development	Engineering & Facilities Management Section
34	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-30019-2020	6	17553	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	None Required	None Required	7. Attention to Communication	Engineering & Facilities Management Section

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 14, 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
 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. Villafria
Supervising Administrative Officer
Padrigal St., Karuhatan, Valenzuela City
valgen_hosp@yahoo.com/vmc hrdf@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.