



Department of Health
Regional Office No. 3

MARIVELES MENTAL HOSPITAL

Bulletin of Vacancies 2020-003

Publication February 12, 2020

Republic of the Philippines
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL in the CSC website:

FEB 12 2020

2:4 PM

LEA-JEAN M. PAYONG, MBA
Supervising Administrative Officer

Date:

10 Feb 2020

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	Medical Specialist IV	OSEC-DOHB-MDSP4-150011-2015	25	96985	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
2	Medical Specialist IV	OSEC-DOHB-MDSP4-150245-2016	25	96985	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
3	Medical Specialist IV	OSEC-DOHB-MDSP4-150246-2016	25	96985	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
4	Medical Specialist IV	OSEC-DOHB-MDSP4-150247-2016	25	96985	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
5	Medical Specialist IV Part-Time	OSEC-DOHB-MDSPT4-150037-2016	25	48492.50	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
6	Medical Specialist IV Part-Time	OSEC-DOHB-MDSPT4-150038-2016	25	48492.50	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
7	Medical Specialist IV Part-Time	OSEC-DOHB-MDSPT4-150039-2016	25	48492.50	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
8	Medical Specialist IV Part-Time	OSEC-DOHB-MDSPT4-150040-2016	25	48492.50	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	16 hours of relevant training	4 years of experience in planning, organizing, directing, coordinating and supervising various activities in the practice of medicine	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service

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9	Medical Specialist III	OSEC-DOHB-MDSP3-150005-1998	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
10	Medical Specialist III	OSEC-DOHB-MDSP3-150017-2015	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
11	Medical Specialist III	OSEC-DOHB-MDSP3-150018-2015	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
12	Medical Specialist III	OSEC-DOHB-MDSP3-150019-2015	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
13	Medical Specialist III	OSEC-DOHB-MDSP3-150020-2015	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
14	Medical Specialist III	OSEC-DOHB-MDSP3-150021-2015	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
15	Medical Specialist III	OSEC-DOHB-MDSP3-150238-2016	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
16	Medical Specialist III	OSEC-DOHB-MDSP3-150239-2016	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
17	Medical Specialist III	OSEC-DOHB-MDSP3-150240-2016	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
18	Medical Specialist III	OSEC-DOHB-MDSP3-150241-2016	24	85074	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
19	Medical Specialist III Part Time	OSEC-DOHB-MDSP3-150070-2016	24	42537	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
20	Medical Specialist III Part Time	OSEC-DOHB-MDSPT3-150071-2016	24	42537	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
21	Medical Specialist III Part Time	OSEC-DOHB-MDSPT3-150072-2016	24	42537	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	12 hours of relevant training	3 years of progressively responsible experience as MS II or other related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
22	Chief Administrative Officer	OSEC-DOHB-CADOF-150022-2013	24	85074	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory / management learning and development intervention undertaken within the last 5 years	4 years of supervisory / management experience	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Office of the Chief Administrative Officer
23	Medical Officer IV	OSEC-DOHB-MDOF4-150218-2016	23	75359	Doctor of Medicine must have undergone Residency Training Program as per Administrative Order No. 2017-0016	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
24	Medical Officer IV	OSEC-DOHB-MDOF4-150226-2016	23	75359	Doctor of Medicine must have undergone Residency Training Program as per Administrative Order No. 2017-0016	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
25	Medical Officer IV	OSEC-DOHB-MDOF4-150227-2016	23	75359	Doctor of Medicine must have undergone Residency Training Program as per Administrative Order No. 2017-0016	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
26	Medical Officer IV	OSEC-DOHB-MDOF4-150228-2016	23	75359	Doctor of Medicine must have undergone Residency Training Program as per Administrative Order No. 2017-0016	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
27	Nutritionist-Dietitian V	OSEC-DOHB-ND5-150213-2016	22	66867	Bachelor's degree Major in Nutrition, Dietetics or Community Nutrition	16 hours relevant training	3 years relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Nutrition and Dietetics Unit
28	Supervising Administrative Officer	OSEC-DOHB-SADOF-150005-2015	22	66867	Bachelor's Degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Health Information Management Unit
29	Training Specialist IV	OSEC-DOHB-TRNSP4-150012-2015	22	66867	Bachelor's Degree preferably with Masters Degree relevant to the job	16 hours of relevant training	3 years of relevant experience preferably a Certified Trainer on Organizational Development/Leadership Capacity Development; Quality Management System	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Office of the Chief of Hospital - Professional Education and Training Unit
30	Medical Officer III	OSEC-DOHB-MDOF3-150001-1998	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service

Qualification Standards

Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Competency (if applicable)	Place of Assignment
				Education	Training	Experience	Eligibility			
Medical Officer III	OSEC-DOHB-MDOF3-150194-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	FEB 12 2020	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150195-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150198-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150199-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150200-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150201-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150202-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150203-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150204-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150205-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
Medical Officer III	OSEC-DOHB-MDOF3-150206-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080		Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service

al Officer III

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)
42	Medical Officer III	OSEC-DOHB-MDOF3-150207-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
43	Medical Officer III	OSEC-DOHB-MDOF3-150208-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
44	Medical Officer III	OSEC-DOHB-MDOF3-150209-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
45	Medical Officer III	OSEC-DOHB-MDOF3-150210-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
46	Medical Officer III	OSEC-DOHB-MDOF3-150211-2016	21	59353	Doctor of Medicine	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service
47	Dentist III	OSEC-DOHB-DENT3-150061-2014	20	52703	Doctor of Dental Medicine or Dental Surgery	8 hours of relevant training	2 years of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Dental Unit
48	Radiologic Technologist IV	OSEC-DOHB-RT4-150189-2016	20	52703	Bachelor's degree in Radiologic Technology	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Radiology Unit
49	Nurse II	OSEC-DOHB-NURS2-150133-2016	15	32053	Bachelor of Science in Nursing with 15 units towards MAN	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
50	Psychologist II	OSEC-DOHB-PSY2-150001-1998	15	32053	Bachelor's Degree in Psychology	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Psychology Unit
51	Psychologist II	OSEC-DOHB-PSY2-150040-2014	15	32053	Bachelor's Degree in Psychology	4 hours of relevant training	1 year of relevant experience	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Psychology Unit
52	Administrative Officer III	OSEC-DOHB-ADOF3-150003-2004	14	29277	Bachelor's Degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Health Information Management Unit

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53	Administrative Officer II	OSEC-DOHB-ADOF2-150007-2013	11	22316	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Human Resource Management Unit (Learning and Development)
54	Administrative Officer II	OSEC-DOHB-ADOF2-150044-2014	11	22316	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Human Resource Management Unit
55	Nurse I	OSEC-DOHB-NURS1-150067-2015	11	22316	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
56	Nurse I	OSEC-DOHB-NURS1-150117-2014	11	22316	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
57	Psychologist I	OSEC-DOHB-PSY1-150109-2014	11	22316	Bachelor's Degree in Psychology	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Psychology Unit
58	Radiologic Technologist I	OSEC-DOHB-RT1-150067-2014	11	22316	Bachelor's Degree in Radiologic Technology	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Radiology Unit
59	Hospital Housekeeper	OSEC-DOHB-HHKPER-150037-2016	8	17505	High School Graduate	4 hours of relevant training	1 year of relevant experience	None Required (MC11, s. 96-Cat. III)	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Housekeeping/Linen and Laundry Unit
60	Training Assistant	OSEC-DOHB-TRNA-150038-2016	8	17505	Completion of two years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-professional)/ First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Office of the Chief of Hospital - Professional Education and Training Unit
61	Administrative Assistant I	OSEC-DOHB-ADAS1-150020-2016	7	16458	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Occupational Therapy Unit
62	Administrative Assistant I	OSEC-DOHB-ADAS1-150006-2016	7	16458	Completion of two-year studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Health Information and Management Unit
63	Administrative Assistant I	OSEC-DOHB-ADAS1-150022-2016	7	16458	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Relevant MC 11 s. 1996 / Audio-Visual Equipment Operator III	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Engineering and Facilities Management Unit

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64	Administrative Aide VI	OSEC-DOHB-ADA6-150036-2014	6	15524	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 / Airconditioning Technician	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Engineering and Facilities Management Unit
65	Administrative Aide VI	OSEC-DOHB-ADA6-150038-2014	6	15524	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Driver's License (MC 11, s. 1996)	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Transport Management Unit
66	Administrative Aide VI	OSEC-DOHB-ADA6-150045-2014	6	15524	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Engineering and Facilities Management Unit
67	Nursing Attendant II	OSEC-DOHB-NATT2-150019-1998	6	15524	Elementary School Graduate (preferably graduate of Caregiver/Practical Nursing/BSN or other related course)	None required	None required	None required	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
68	Occupational Therapy Technician I	OSEC-DOHB-OTT1-150001-1998	6	15524	Completion of two years studies in college	None Required	None Required	Career Service (Sub-Professional) First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Occupational Therapy 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 _____

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

MARIA LOURDES L. EVANGELISTA, MD, DSBPP
 Chief of Hospital II
 P. Monroe St., Poblacion, Mariveles, Bataan
hr@mnh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

RECEIVED: PNL O OFFICE
 BALANG BATAAN
 FEB 12 2020
 2:44 PM



Department of Health
 Central Luzon Center for Health Development
MARIVELES MENTAL HOSPITAL
P. Monroe St. Poblacion, Mariveles, Bataan.
Philippines, 2105



Instructions to Applicants:

Interested and qualified applicants shall submit the following documents to the Human Resource Management Unit:

For Entry Level Positions:

1. Letter of Intent addressed to:
 Maria Lourdes L. Evangelista, MD, DSBPP
 Chief of Hospital II
 Mariveles Mental Hospital
 Mariveles, Bataan
2. Personal Data Sheet with additional Work Experience Sheet
3. Diploma
4. Transcript of Records
5. PRC Certification and Board Rating (if applicable)
6. Photocopy of License (if applicable)

For Promotion: All qualified next- in-rank shall be automatically considered candidates for promotion to the next higher position and advised to submit the following documents. Non submission of the required documents shall mean waiver on their part to be considered as candidate for promotion.

1. Letter of Intent
2. Updated Personal Data Sheet with additional Work Experience Sheet
3. Performance Evaluation (IPCR) for the last rating period
4. Certificate of Trainings
5. Photocopy of License / CS Eligibility (if applicable)

Deadline of Submission	February 22, 2020
Written Examination	until further notice
Neuro-psychiatric Screening of Pre-Qualified applicants	By appointment

Vincent A. Isip
VINCENT A. ISIP
 Officer-in-charge, HOPSS

LJMP

For posting in conspicuous places:
 Security Bulletin Board _____
 Administrative Service Bulletin Board _____
 Nursing Service Bulletin Board _____