



Department of Health
Central Luzon Center for Health Development

MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Bulletin of Vacancies 2025-005

Plantilla Position

Publication February 20, 2025

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:



Date: February 20, 2025
Supervising Administrative Officer: LEAN M. PAVONG, MEd.
Designation: DAREN DASCHLE RAHMC PINCHL
Unique ID No.: R307
Administrative Aide 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) | |
| 1 | Medical Specialist III (Part-Time) | OSEC-DOHB-MDSPT3-150069-2016 | 24 | ₱ 49,092.50 | Doctor of Medicine | 8 hours of relevant training | 2 years of relevant experience | RA 1080 | Technical Competencies: • Achieving High Standards • Case Management • Developing Personal and Organizational Capability • Diversity Management • Equipment, Material and Supplies Management • Patient-Centered Care • People Management • Technical Consulting | Allied Health Professional Service - Computed Tomography & Magnetic Resonance Imaging (CT-MRI) |
| 2 | Medical Specialist III (Part-Time) | OSEC-DOHB-MDSPT3-150072-2016 | 24 | ₱ 49,092.50 | Doctor of Medicine | 8 hours of relevant training | 2 years of relevant experience | RA 1080 | Technical Competencies: • Achieving High Standards • Case Management • Developing Personal and Organizational Capability • Diversity Management • Equipment, Material and Supplies Management • Patient-Centered Care • People Management • Technical Consulting | Medical Service - General Medical Department - Cardiology / Pulmonology / OB Sonology / Family Medicine |

| 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) | |
| 3 | Medical Specialist II | OSEC-DOHB-MDSP2-150179-2021 | 23 | ₱ 87,315.00 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Learning Facilitation • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Scientific Knowledge for Health/ Medical Staff • Technical Consulting | Medical Service - General Medical Department - Surgery / Pediatrics |
| 4 | Medical Specialist II | OSEC-DOHB-MDSP2-150021-2015 | 23 | ₱ 87,315.00 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Learning Facilitation • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Scientific Knowledge for Health/ Medical Staff • Technical Consulting | Medical Service - Advanced Comprehensive Center for Mental Health Department - Psychiatry |

| 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) | |
| 5 | Medical Specialist II | OSEC-DOHB-MDSP2-150232-2016 | 23 | ₱ 87,315.00 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Learning Facilitation • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Scientific Knowledge for Health/ Medical Staff • Technical Consulting | Allied Health Professional Service - Radiology-Sonology |
| 6 | Medical Specialist II (Part-time) | OSEC-DOHB-MDSPT2-150081-2016 | 23 | ₱ 43,657.50 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Learning Facilitation • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Scientific Knowledge for Health/ Medical Staff • Technical Consulting | Medical Service -General Medical Department - Surgery / Pulmonology |

| 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) | |
| 7 | Medical Specialist II (Part-time) | OSEC-DOHB-MDSPT2-150082-2016 | 23 | ₱ 43,657.50 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Learning Facilitation • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Scientific Knowledge for Health/ Medical Staff • Technical Consulting | Medical Service -General Medical Department - Surgery / Pulmonology |
| 8 | Medical Officer IV | OSEC-DOHB-MDOF4-150223-2016 | 23 | ₱ 87,315.00 | Doctor of Medicine | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Biomedical / Biobehavioral Research Expertise • Case Management • Continuous Development • Diversity Management • Medical Knowledge • Patient-Centered Care • Planning, Organizing and Delivering • Technical Consulting | Medical Service -General Medical Department - Surgery |

| 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) | |
| 9 | Occupational Therapist III | OSEC-DOHB-OT3-150031-2015 | 18 | ₱ 51,304.00 | Bachelor's degree in Occupational Therapy | 8 hours of relevant training | 2 years of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Care Management; • Case Management; • Diversity Management; • Medical Knowledge; • Patient-Centered Care; • People Management | Medical Service - Advanced Comprehensive Center for Mental Health Department - Occupational Therapy Unit |
| 10 | Nurse II | OSEC-DOHB-NURS2-150272-2021 | 16 | ₱ 43,560.00 | Bachelor of Science in Nursing | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Diversity Management • Equipment, Materials and Supplies Management • Implementing Health Policies and Regulations • Nursing Care • People Management • Workforce Planning | Nursing Service - Out Patient Unit (General Medical Department) |

| 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) | |
| 11 | Computer Maintenance Technologist II | OSEC-DOHB-CTMT2-150038-2014 | 15 | ₱ 40,208.00 | Bachelor's degree relevant to the job | 4 hours of relevant training | 1 year of relevant experience | Career Service (Professional)/ Second Level Eligibility | Technical Competencies: • Data Management; • Enterprise Resource Planning; • Information Management; • Information, Security, Risk Management and Assurance; • Networks, Telecommunication, Wireless and Mobility Knowledge; • People Management | Hospital Operations and Patient Support Service - Integrated Management Information System Unit |
| 12 | Computer Maintenance Technologist II | OSEC-DOHB-CTMT2-150001-2013 | 15 | ₱ 40,208.00 | Bachelor's degree relevant to the job | 4 hours of relevant training | 1 year of relevant experience | Career Service (Professional)/ Second Level Eligibility | Technical Competencies: • Data Management; • Enterprise Resource Planning; • Information Management; • Information, Security, Risk Management and Assurance; • Networks, Telecommunication, Wireless and Mobility Knowledge; • People Management | Hospital Operations and Patient Support Service - Integrated Management Information System Unit |

| 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) | |
| 13 | Occupational Therapist II | OSEC-DOHB-OT2-150065-2021 | 15 | ₱ 40,208.00 | Bachelor's degree in Occupational Therapy | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Care Management; • Case Management; • Diversity Management; • Medical Knowledge; • Patient-Centered Care; • People Management | Medical Service - Advanced Comprehensive Center for Mental Health Department - Occupational Therapy Unit |
| 14 | Radiologic Technologist II | OSEC-DOHB-RT2-150182-2016 | 15 | ₱ 40,208.00 | 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) | Technical Competencies: <ul style="list-style-type: none"> • Diversity Management • Equipment, Materials and Supplies Management • Operating Medical Machines, Equipment and Tools • Providing Support and Services • Records Management • Respecting and Caring for Patients | Allied Health Professional Service - Radiology Unit |

| 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) | |
| 15 | Nurse I | OSEC-DOHB- NURS1- 150078-2021 | 15 | ₱ 40,208.00 | Bachelor of Science in Nursing | None required | None required | RA 1080 | Technical Competencies: • Care Management • Data Recording and Reporting • Diversity Management • Nursing Care • Patient-Centered Care • People Management | Nursing Service - Geriatric and Neurological Developmental Ward |
| 16 | Nurse I | OSEC-DOHB- NUR1-150056- 2015 | 15 | ₱ 40,208.00 | Bachelor of Science in Nursing | None required | None required | RA 1080 | Technical Competencies: • Care Management • Data Recording and Reporting • Diversity Management • Nursing Care • Patient-Centered Care • People Management | Nursing Service - Infectious Disease Ward |

| 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) | |
| 17 | Medical Technologist I | OSEC-DOHB-MDTK1-150010-2013 | 11 | ₱ 30,024.00 | Bachelor's degree in Medical Technology or Bachelor of Science in Public Health | None required | None required | RA 1080 | Technical Competencies: • Attention to Details • Data Recording and Reporting • Energy to Work • Operating Medical Machines, Equipment and Tools • Process Management | Allied Health Professional Service - Clinical Laboratory Unit |
| 18 | Pharmacist I | OSEC-DOHB-PH1-150042-2021 | 11 | ₱ 30,024.00 | Bachelor's degree in Pharmacy | None required | None required | RA 1080 | Technical Competencies: • Data Recording and Reporting; • Diversity Management; • Drugs and Medicines Management; • Health Promotion and Health Education; • Learning Facilitation; • Patient Centered Care • Planning, Organizing and Delivering | Allied Health Professional Service - Pharmacy Unit |

| 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) | |
| 19 | Social Welfare Officer I | OSEC-DOHB-SOCWO1-150176-2016 | 11 | ₱ 30,024.00 | Bachelor's degree in Social Work | None required | None required | RA 1080 (Social Worker) | Technical Competencies: <ul style="list-style-type: none"> • Data Recording and Reporting • Diversity Management • Managing Work • Medical Social Services • Resilience • Respecting and Caring for Patients | Allied Health Professional Service - Medical Social Work Unit |
| 20 | Occupational Therapist I | OSEC-DOHB-OT1-150001-1998 | 11 | ₱ 30,024.00 | Bachelor's degree in Occupational Therapy | None required | None required | RA 1080 | Technical Competencies: <ul style="list-style-type: none"> • Care Management; • Case Management; • Diversity Management; • Medical Knowledge; • Patient-Centered Care; • People Management | Medical Service - Advanced Comprehensive Center for Mental Health Department - Occupational Therapy Unit |

| 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) | |
| 21 | Administrative Officer I (Records Officer I) | OSEC-DOHB- ADOF1- 150007-2023 | 10 | ₱ 25,586.00 | Bachelor's degree relevant to the job | None required | None required | Career Service (Professional)/ Second Level Eligibility | Technical Competencies: • Computer Skills • Managing Work • Providing Support and Services • Records Management • Respecting and Caring for Patients | Allied Health Professional Service - Health Information Management Unit |
| 22 | Administrative Assistant I (Secretary I) | OSEC-DOHB- ADAS1- 150011-2016 | 7 | ₱ 20,110.00 | Completion of two years studies in College | None required | None required | Career Service (Sub- professional)/ First Level Eligibility | Technical Competencies: • Attention to Detail • Computer Skills • Managing Work • Providing Support and Services • Records Management • Data Recording and Reporting | Finance Service - Budget Unit |

| 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) | |
| 23 | Administrative Assistant I (Secretary I) | OSEC-DOHB-ADAS1-150017-2016 | 7 | ₱ 20,110.00 | Completion of two years studies in College | None required | None required | Career Service (Sub-professional)/ First Level Eligibility | Technical Competencies: • Attention to Detail • Computer Skills • Managing Work • Providing Support and Services • Records Management • Data Recording and Reporting | Allied Health Professional Service - Health Information Management Unit |
| 24 | Nursing Attendant II | OSEC-DOHB-NATT2-150016-2021 | 6 | ₱ 18,957.00 | Elementary School Graduate | None required | None required | None required (MC No 10, s. 2013-Cat III) | Technical Competencies: • Diversity Management • Energy to Work • Equipment, Materials and Supplies Management • Learning Facilitation • Managing Work • Nursing Care • Providing Support and Services | Nursing Service - Geriatric and Neurological Developmental Ward |

| No. | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary y/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | | Place of Assignment |
|-----|---|--------------------|--------------------------------------|----------------|-------------------------|----------|------------|-------------|----------------------------|---------------------|
| | | | | | Education | Training | Experience | Eligibility | Competency (if applicable) | |

MMWGH is committed to, and supports Equal Employment Opportunity Principle. This office does not discriminate on the account of age, sex, sexual orientation and gender identity, civil status, religion, disability, ethnicity, or political affiliation. We welcome all interested and qualified applicants.

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 March 07, 2025.

For Entry Level Positions:

1. Letter of Intent addressed to:

DENNIS DAYAO L. ORDOÑA, MD

Medical Center Chief II

Mariveles Mental Wellness and General Hospital

Mariveles, Bataan

Thru **LEA-JEAN M. PAYONG, MBA**

Supervising Administrative Officer, HRMU

2. Personal Data Sheet with additional Work Experience Sheet

3. Diploma

4. Transcript of Records

5. PRC Certification and Board Rating (if applicable)

6. Certificate of Residency/Diplomate/Fellow (if applicable)

7. Photocopy of License / CS Eligibility (if applicable)

For Promotion / Transfer: 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)

QUALIFIED APPLICANTS are advised to hand in their application at Mariveles Mental Wellness and General Hospital from Monday- Friday, 8am-5pm or send through courier addressed to:

Human Resource Management Unit

Mariveles Mental Wellness and General Hospital

P. Monroe St., Poblacion, Mariveles, Bataan

Noted by:


DENNIS DAYAO L. ORDOÑA, MD
 Medical Center Chief II

/VA/ 

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.