



MMWGH

June 13, 2025

WE'RE HIRING

The **Mariveles Mental Wellness and General Hospital** is looking for qualified applicants to fill the following position:

- **Medical Specialist III (Part-Time) - SG 24**
- **Administrative Assistant I (Secretary I) - SG 7**
- **Nursing Attendant II - SG 6**

ACCESS THE FULL JOB INFO



BY SCANNING QR CODE



Contact us at +63 968 8545 324

MMWGH is committed 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.

P. Monroe St. Poblacion Mariveles, Bataan



mmwgh.gov.ph



facebook.com/MMWGH



mmwgh.bataan@gmail.com

Republic of the Philippines
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
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 MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL in the CSC website:

ALEXIS ANNE M. CANLAS
Administrative Aide VI

Date:

LEA JEAN M. PAFONG, MBA
Supervising Administrative Officer

JUN 11 2025

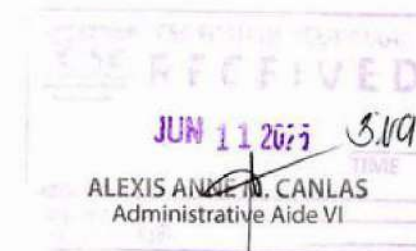
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Medical Specialist III (Part-Time)	OSEC-DOHB-MDSPT3-150071-2016	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 -Clinical Laboratory Unit - Clinical Pathology
2	Administrative Assistant I (Secretary I)	OSEC-DOHB-ADAS1-150023-2016	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	Hospital Operations and Patient Support Service - Human Resource Management 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)	
3	Nursing Attendant II	OSEC-DOHB-NATT2-150080-2016	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 - Out Patient Unit (ACCMHD)

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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 JUN 26 2025.



QUALIFIED APPLICANTS are advised to submit their application thru this link: <https://mmwgh.gov.ph/vacancies>

Human Resource Management Unit
Mariveles Mental Wellness and General Hospital
P. Monroe St., Poblacion, Mariveles, Bataan

Noted by:


DENNIS DAYAO L. ORDONA, MD
Medical Center Chief II

/VAI 

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.