

Republic of the Philippines  
**DEPARTMENT OF HEALTH**  
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 DEPARTMENT OF HEALTH in the CSC website:

**MA. FARIDA M. MATEO, MM**  
Administrative Officer V (HRMO III)  
Date: September 4, 2023

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 OFFICER IV	OSEC-DOHB-MDOF4-540027-2014	23	80003	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	<p>CORE - Level 3: Exemplifying Integrity, Professionalism, Service Excellence</p> <p>ORGANIZATIONAL - Level 3: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness &amp; Commitment</p> <p>TECHNICAL - Level 3: Audit Planning, Facility and Equipment Maintenance, Government and Departmental Policies and Procedures, Policy Development, Technical Consulting</p>	REGULATION, LICENSING AND ENFORCEMENT DIVISION (RLED)	

2 DEVELOPMENT MANAGEMENT OFFICER IV	OSEC-DOHB-DMO4- 540001-2023	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	<p>CORE - Level 3: Exemplifying Integrity, Professionalism, Service Excellence</p> <p>ORGANIZATIONAL - Level 3: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness &amp; Commitment</p> <p>TECHNICAL - Level 3: Advocating Public Health, Data Recording and Reporting, Health Promotion and Health Education, Implementing Health Policies and Regulations, Monitoring and Evaluating Skills, Organizing Communities, Program/ Project Planning and Management</p>	PROVINCIAL DEPARTMENT OF HEALTH OFFICE
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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 **September 15, 2023**.

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](http://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.
5. Photocopy of Certificates of Trainings attended.
6. Service Record / Certificate of Employment
7. This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

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

**EXUPERIA B. SABALBERINO, MD, MPH, CÉSe**

Director IV

Government Center, Candahug, Palo, Leyte

[dohr08hr.docs@gmail.com](mailto:dohr08hr.docs@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.