


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**  
HRMO Designate  
Date: May 18, 2022

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	ATTORNEY III	OSEC-DOHB- ATY3-540001- 2016	21	62449.00	Bachelor of Laws	4 hours of relevant training	1 year of relevant experience	RA 1080	CORE - Level 3: Exemplifying Integrity, Professionalism, Service Excellence  ORGANIZATIONAL - Level 3: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness & Commitment  TECHNICAL - Level 3: Contract Management, Decision Quality, Diversity Management, Government and Departmental Policies and Procedures Legal Proficiency, Technical Consulting	DOH- EV CHD RD/ARD - Legal Unit

2	ADMINISTRATIVE OFFICER V (HUMAN RESOURCE MANAGEMENT OFFICER III)	OSEC-DOHB-ADOF5-540005-2014	18	45203.00	Bachelor's Degree	8 hours of relevant training	2 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: Achieving High Standards, Benefits, Compensation and Welfare Management, Learning and Development, Manpower Acquisition and Development, Performance Management Standards, Records Management</p>	DOH- EV CHD Management Support Division (MSD) - Human Resource Management Section (HRMS)
3	STATISTICIAN III	OSEC-DOHB-STAT3-540001-1998	18	45203.00	Bachelor's Degree relevant to the job	8 hours of relevant training	2 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: Data Management, Data Recording and Reporting, Planning, Organizing and Delivering, Program/ Project Planning and Management, Research and Analysis Statistical Research for Health</p>	DOH- EV CHD Local Health Support Division (LHSD) - RESU/HEMS

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 **May 31, 2022.**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) with attached Work Experience Sheet 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

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

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

**Director IV**

Government Center, Candahug, Palo, Leyte

[dohro8hr.doccs@gmail.com](mailto:dohro8hr.doccs@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**