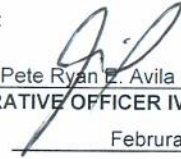


Republic of the Philippines  
**DOH - TREATMENT AND REHABILITATION CENTER**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DOH - TREATMENT AND REHABILITATION CENTER in the CSC website:

  
Pete Ryan E. Avila  
**ADMINISTRATIVE OFFICER IV (HRMO II)**  
Date: February 23, 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	ACCOUNTANT I (Anticipated Vacancy)	OSEC-DOHB-A1-8-2012	SG-12	P 29,195.00	Bachelor's Degree in Commerce/Business Administration Major in Accounting	None Required	None Required	RA 1080 (Registered Accountant/Certified Public Accountant)	NONE	Accounting Section DOH-TRC-Dulag, Leyte

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 5, 2023** and address their application to **PORTIA GRAVOSO-ALIPOSA, MD, DPAFP, Chief of Hospital II of DOH-TRC-Dulag.**

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

All qualified next-in-rank shall be automatically considered candidates for promotion. However you have to submit your updated Personal Data Sheet (pds VER. 2017) to the Human Resouce Management Section of DOH-TRC Dulag. Failure to do so will automatically waive your right to be included as candidates.

This office highly encourages other interested and qualified applicants including persons with disability (PWD), members of the indigenous communities, and those from any sexual orientation and gender identities to apply. Signify interest in writing and attach the above-mentioned documents to the application letter. QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

**PETE RYAN E. AVILA**

Administrative Officer IV (HRMO II)

Barangay Highway, Dulag, Leyte 6505

[trcdulag.recruitment@gmail.com](mailto:trcdulag.recruitment@gmail.com)

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