

Republic of the Philippines
EASTERN VISAYAS MEDICAL CENTER
Tacloban City
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 EASTERN VISAYAS MEDICAL CENTER in the CSC website:


SONIETA M. GERBOLINGO

Supervising Administrative Officer

Date: January 29, 2024

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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	Compe- tency (if appli- cable)		
1	Medical Officer IV	OSEC-DOHB-MDOF4-540176-2015	23	80,003.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Medical Service	
2	Medical Officer IV	OSEC-DOHB-MDOF4-540227-2015	23	80,003.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Medical Service	
3	Medical Officer IV	OSEC-DOHB-MDOF4-540027-2022	23	80,003.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Medical Service	
4	Medical Officer IV	OSEC-DOHB-MDOF4-540141-2015	23	80,003.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Medical Service	
5	Medical Officer III	OSEC-DOHB-MDOF3-540214-2015	21	63,997.00	Doctor of Medicine	None required	None required	R.A. 1080	N/A	Medical Service	
6	Nurse IV	OSEC-DOHB-NURSA4-540008-1998	19	51,357.00	Bachelor of Science in Nursing	8 hours of relevant training	2 years of relevant experience	R.A. 1080	N/A	Nursing Service	
7	Nurse III	OSEC-DOHB-NURRS3-540195-2015	17	43,030.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
8	Nurse II	OSEC-DOHB-NURRS2-540097-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
9	Nurse II	OSEC-DOHB-NURRS2-540075-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
10	Nurse II	OSEC-DOHB-NURRS2-540134-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
11	Nurse II	OSEC-DOHB-NURRS2-540047-2021	16	39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
12	Nurse II	OSEC-DOHB-NURRS2-540113-2022	16	39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
13	Information Systems Analyst II	OSEC-DOHB-INFOSA2-540051-2023	16	39,672.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Integrated Hospital Operations and Management Section	
14	Information Systems Analyst II	OSEC-DOHB-INFOSA2-540052-2023	16	39,672.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Integrated Hospital Operations and Management Section	

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15	Administrative Officer IV (Administrative Officer II)	OSEC-DOHB-ADOF4-540008-2015	15	36,619.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
16	Radiologic Technologist II	OSEC-DOHB-RT2-540237-2015	15	36,619.00	Bachelor's Science in Radiologic Technology	Four (4) hours of training in Radiologic Technology	One (1) Year of experience as a Radiologic Technologist	R.A. 1080 (Radiologic Technologist)	N/A	Department of Radiology	
17	Computer Maintenance Technologist II	OSEC-DOHB-CTMT2-540349-2015	15	36,619.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Integrated Hospital Operations and Management Section	
18	Administrative Officer III (Records Officer II)	OSEC-DOHB-ADOF3-540011-2015	14	33,843.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
19	Administrative Officer III (Records Officer II)	OSEC-DOHB-ADOF3-540004-2014	14	33,843.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
20	Administrative Officer III (Records Officer II)	OSEC-DOHB-ADOF3-540007-2014	14	33,843.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
21	Administrative Officer II (Administrative Officer I)	OSEC-DOHB-ADOF2-540005-2014	11	27,000.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
22	Midwife II	OSEC-DOHB-MDWF2-540026-2014	11	27,000.00	Completion of the Midwifery Course	4 hours of relevant training	1 year of relevant experience	R.A. 1080	N/A	Nursing Service	
23	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540020-2015	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
24	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540017-2015	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
25	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540016-2015	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
26	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540026-2014	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
27	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540015-2015	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
28	Social Welfare Officer I	OSEC-DOHB-SOCWO1-540018-2015	11	27,000.00	Bachelor's degree in Social Work	None required	None required	R.A. 1080 (Social Worker)	N/A	Medical Social Work Department	
29	Administrative Officer I (Records Officer I)	OSEC-DOHB-ADOF1-540027-2015	10	23,176.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	
30	Administrative Officer I (Records Officer I)	OSEC-DOHB-ADOF1-540017-2015	10	23,176.00	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Administrative Service	

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31	Medical Laboratory Technician III	OSEC-DOHB-MLAB3-540271-2015	10	23,176.00	Completion of a course of at least four (4) years leading to the degree or Bachelor of Science in Medical Technology or Bachelor of Science in Public Health	8 hours of relevant training	2 years of relevant experience	R.A. 1080 (Medical Laboratory Technician)	N/A	Department of Pathology	
32	Legal Assistant I	OSEC-DOHB-LEA1-540045-2023	10	23,176.00	BS Legal Management, AB Paralegal Studies, Law, Political Science or other allied courses	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	Legal Unit	
33	Administrative Assistant III (Computer Operator II)	OSEC-DOHB-ADAS3-540022-2004	9	21,211.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) Data Encoder (MC 11, s. 96-Cat. I) First Level Eligibility	N/A	Administrative Service	
34	Administrative Assistant II (Administrative Assistant)	OSEC-DOHB-ADAS2-540059-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
35	Administrative Assistant II (Administrative Assistant)	OSEC-DOHB-ADAS2-540065-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
36	Administrative Assistant II (Administrative Assistant)	OSEC-DOHB-ADAS2-540071-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
37	Administrative Assistant II (Administrative Assistant)	OSEC-DOHB-ADAS2-540007-2014	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
38	Administrative Assistant II (Administrative Assistant)	OSEC-DOHB-ADAS2-540013-2014	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
39	Administrative Assistant II (Clerk IV)	OSEC-DOHB-ADAS2-540063-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
40	Administrative Assistant II (Accounting Clerk III)	OSEC-DOHB-ADAS2-540050-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
41	Administrative Assistant II (Accounting Clerk III)	OSEC-DOHB-ADAS2-540054-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	

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42	Administrative Assistant II (Accounting Clerk III)	OSEC-DOHB-ADAS2-540039-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
43	Administrative Assistant II (Clerk IV)	OSEC-DOHB-ADAS2-540066-2015	8	19,744.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	
44	Administrative Assistant I (Secretary I (B))	OSEC-DOHB-ADAS1-540070-2015	7	18,620.00	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Service	

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 **February 9, 2024**:

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;
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. 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). For Person with Disability (PWD) applicants, should you need any assistance, please notify the HR office prior to your scheduled Date of Exam and Interview.

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

SALVADOR B. EVARDONE, MD, MHA, MPH, FPAMS, FPCHA, CESE
 Medical Center Chief II
 Brgy. 93, Bagacay, Tacloban City
evnjobapplication2023@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.