

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: January 9, 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	HEALTH EDUCATION AND PROMOTION OFFICER II	OSEC-DOHB-HEPO2- 540008-2014	14	32321.00	Bachelor's degree	Four (4) hours of relevant training	One (1) year of relevant experience	Career Service (Professional) / Second Level Eligibility	<p>CORE - Level 2: Exemplifying Integrity, Professionalism, Service Excellence</p> <p>ORGANIZATIONAL - Level 2: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness &amp; Commitment</p> <p>TECHNICAL - Level 2: Advocating Public Health, Effective Presentation Skills, Health Promotion and Health Education, Implementing Health Policies and Regulations, Information Management, Media and Public Relations, Program / Project Planning and Management</p>	DOH- EV CHD Local Health Support Division (LHSD)

2	DEVELOPMENT MANAGEMENT OFFICER IV	OSEC-DOHB-DMO4- 540019-2014	22	69963.00	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 DOH Office
3	DEVELOPMENT MANAGEMENT OFFICER III	OSEC-DOHB-DMO3- 540017-2014	18	45203.00	Bachelor's degree relevant to the job	Eight (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: Advocating Public Health, Data Recording and Reporting, Health Promotion and Health Education, Implementing Health Policies and Regulations, Program / Project Planning and Management</p>	DOH- EV CHD Local Health Support Division (LHSD)

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 **January 23, 2023**.

- 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
- 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, CESe  
Director IV  
Government Center, Candahug, Palo, Leyte  
[dohro8hr.docs@gmail.com](mailto:dohro8hr.docs@gmail.com)

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

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