

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: July 11, 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	MEDICAL OFFICER V	OSEC-DOHB-MDOF5-540019-2010	25	100788.00	Doctor of Medicine	Forty (40) hours of supervisory/ management learning and development intervention undertaken within the last 5 years	Four (4) years supervisory/ management experience	RA 1080	<p>CORE - Level 4: Exemplifying Integrity, Professionalism, Service Excellence</p> <p>ORGANIZATIONAL - Level 4: Effective Communication Skills, Effective Interpersonal Skills, Organizational/Awareness &amp; Commitment, Promoting Innovation</p> <p>LEADERSHIP - Level 2 Building Collaborative and Inclusive Working Relationship, Managing Performance and Coaching for Results, Leading Change, Thinking Strategically and Creatively, Creating and Nurturing a High Performing Organization</p> <p>TECHNICAL - Level 4: Achieving High Standards, Government and Departmental Management Acumen, Preparation of Budget Plans and Annual Budget Submissions, Procurement Planning and Management, Program/Project Planning and Management, Technical Consulting</p>	DOH- EV/CHD Local Health Support Division (LHSD)

No.)	Position Title (Parent/Child Title, if applicable)	Plantilla Item No.	Salary/ Job/Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
2	DEVELOPMENT MANAGEMENT OFFICER IV	OSEC-DOHB-DMO4- 540001-2022	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	ORGANIZATIONAL - Level 3: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness & Commitment  TECHNICAL - Level 3: Advocating Public Health, Recording and Reporting, Health Promotion and Health Education, Implementing Health Policies and Regulations, Monitoring and Evaluating Skills, Organizing Communities, Program/Project Planning and Management	Provincial DOH Office	
3	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	

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)		
4	ADMINISTRATIVE OFFICER V (Administrative Officer III)	OSEC-DOHB-ADOF5- 540004-2014	18	45203.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	ORGANIZATIONAL - Level 3: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness & Commitment  TECHNICAL - Level 3: Contract Management, Data Recording and Reporting, Government and Departmental Policies and Procedures, Management Acumen, Planning, Organizing, and Delivering, Procurement Planning and Management	DOH - EV CHD Management Support Division (MSD) - Procurement Unit	

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 **July 22, 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
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.**