

Republic of the Philippines
DEPARTMENT OF HEALTH
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS Excel format

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. FRIDA M. MATEO, MM
Administrative Officer V (HRMO III)
Date: February 13, 2023

No.	Position Title (Parenthetical Title, if applicable)	Planilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards						Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)		
1	LICENSING OFFICER V	OSEC-DOHB-LIOF5-540014-2014	24	90078	Master's degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory / management learning and development intervention undertaken within the last 5 years	4 years of supervisory / management experience	Career Service (Professional) / Second Level Eligibility	<p>CORE - Level 4: Exemplifying Integrity, Professionalism, Service Excellence</p> <p>ORGANIZATIONAL - Level 4: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness & Commitment, Promoting Innovation</p> <p>LEADERSHIP - Level 1: Building Collaborative and Inclusive Working Relationship, Leading Change, Managing Performance and Coaching for Results, Thinking Creatively and Strategically</p> <p>TECHNICAL - Level 4: Government and Developmental Policies and Procedures, Implementing Health Policies and Regulations, Management Acumen, People Management, Technical Consulting</p>	REGULATION, LICENSING AND ENFORCEMENT DIVISION (RLED)	

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 27, 2023**.

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. 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. SABALLERINO, MD, MPH, CESE

Director IV

Government Center, Candahug, Palo, Leyte

dohr8hr.docs@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.