

Republic of the Philippines
DEPARTMENT OF HEALTH-EASTERN VISAYAS CENTER FOR HEALTH DEVELOPMENT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions, which are authorized to be filled at the of DEPARTMENT OF HEALTH-EASTERN VISAYAS CENTER FOR HEALTH DEVELOPMENT in the CSC website:


IMELDA Q. CREER

Administrative officer V/HRMO III
HRMO

Date: 01/24/2019

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 III	OSEC- DOHB-A3- 540001-1998	19	P 42,099.00	Bachelor's Degree in Commerce/ Business Administration major in Accounting	2 years relevant experience	8 hours relevant training	R.A. 1080	CORE: Advanced 1. Exemplifying Integrity 2. Professionalism 3. Service Excellence ORGANIZATIONAL: Advanced 1. Effective Communication Skills 2. Effective Interpersonal Skills 3. Organizational Awareness & Commitment 4. Promoting Innovation	Accounting Section, Management Support Division

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
									<p>LEADERSHIP: Advanced 1. Building Collaborative & Inclusive Relationship 2. Leading Change 3. Managing Performance & Coaching for Results 4. Thinking Creatively & Strategically</p> <p>TECHNICAL: Advanced 1. Financial Acumen 2. Government Accounting & Budgeting 3. Government & Departmental Policies & Procedures 4. Risk Management 5. Technical Consulting</p>	

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2	HEALTH PROGRAM RESEARCHER	OSEC-DOHB-HRP-540025-2014	9	P 17,473.00	Bachelor's degree relevant to the job	None required	None required	Career Service Professional (Second Level Eligibility)	<p>CORE: Intermediate</p> <p>1. Exemplifying Integrity</p> <p>2. Professionalism</p> <p>3. Service Excellence</p> <p>ORGANIZATIONAL: Intermediate</p> <p>1. Effective Communication Skills</p> <p>2. Effective Interpersonal Skills</p> <p>3. Organizational Awareness & Commitment</p> <p>4. Promoting Innovation</p> <p>TECHNICAL: Intermediate</p> <p>1. Communicating Technical Information</p> <p>2. Data Gathering & Analysis</p> <p>3. Data Management</p> <p>4. Management Acumen</p> <p>5. Research & Analysis</p>	Planning & Research Development Unit

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									6. Statistical Research for Health 7. Technical Consulting	

All qualified next in rank shall be automatically considered for promotion. However, a candidate has to submit letter of intent and an updated Personal Data Sheet to the HRM Unit. Failure to do so will automatically waive one's right to be included as candidate.

Likewise, 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 following documents to the application letter and send to the address below not later than **February 8, 2019:**

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 present position for one (1) year (if applicable);
3. Authenticated photocopy of certificate of eligibility/rating/license;
4. Authenticated photocopy of Transcript of Records;
5. Authenticated photocopy of Certificates of Trainings/Seminars attended for the last 5 years.
6. Certificate of Employment from present/previous employer.

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

MINERVA P. MOLON, MD, MPH, FPPA, CESO III

Director IV

Department of Health-Eastern Visayas Center
for Health Development, Government Center,
Palo, Leyte

Email: dohro8hr.docs@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.