

Republic of the Philippines
DOH - TREATMENT AND REHABILITATION CENTER
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 DOH - TREATMENT AND REHABILITATION CENTER in the CSC website:

adila
CAMILLE JANE L. DE LA CRUZ
ADMINISTRATIVE OFFICER IV (HRMO II)
Date: November 14, 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 Program Officer I	OSEC-DOHB-HPO1-540158-2023	11	27000	Bachelor's Degree	None Required	None Required	Career Service (Professional) / Second-Level Eligibility	Core Competencies: Level 2 1. Exemplifying Integrity 2. Professionalism 3. Service Excellence Organizational Competencies: Level 2 1. Effective Communication Skills 2. Effective Interpersonal Relations 3. Organizational Awareness and Commitment Technical Competencies: Level 2 1. Data Recording and Reporting 2. Legal Proficiency 3. Planning, Organizing and Delivering 4. Records Management 5. Research and Analysis	Psychology Section

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 **NOVEMBER 24, 2023**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and Work Experience Sheet, 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 identify and expression(SOGIE).

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

PORTIA GRAVOSO-ALIPOSA, MD, DPAFP, DPCAM
Chief of Hospital III
DOH-TRC Dulag, Barangay Highway, Dulag, Leyte 6505
trcdulag.recruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.