

NOTICE OF VACANCIES

Interested applicants must submit the following requirements to Human Resource Management and Department on or before March 06, 2023.

FOR PROMOTION:

- a. Approved Application Routing Slip with the latest original 2x2 ID picture
- b. Updated Personal Data Sheet (PDS) with ID picture and attach Highlights of Accomplishments to work experience related/has relevance to the position applied. Rotations should be accompanied by HPO
- c. Application Letter addressed to:
EMMANUEL F. MONTAÑA, JR., M.D.
Medical Center Chief II
Jose R. Reyes Memorial Medical Center
Rizal Avenue, Sta. Cruz, Manila
- d. Plans and Proposals (for Salary Grade 14 and above)/Recommendations (for Salary Grade 13 and below) related to the job descriptions of the position being applied/indicators set by the service.
- e. Photocopies of Relevant Trainings/Seminars attended.

FOR NEW APPLICANTS:

- a. Application Letter addressed to:
EMMANUEL F. MONTAÑA, JR., M.D.
Medical Center Chief II
Jose R. Reyes Memorial Medical Center
Rizal Avenue, Sta. Cruz, Manila
- b. Resume
- c. Fully accomplished Personal Data Sheet (CS Form 212-Revised 2017) downloadable at csc.gov.ph
- d. Transcript of Records and Diploma
- e. Elementary Diploma (for Technical Positions based on CSC Qualification Standards)/High School Diploma
- f. Board Rating/PRC License/Civil Service Eligibility as the case may warrant
- g. Two (2) 2x2 ID picture in white background
- h. Good Moral Character (School/2 Reference/Previous work)

INTERESTED APPLICANTS MAY SUBMIT THE FOLLOWING REQUIREMENTS TO recruitment@jrrmmc.gov.ph

DEADLINE OF SUBMISSION : ON OR BEFORE MARCH 06, 2023

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

2/28/2023

No.	Position Title (Parenthetical Title, if applicable)	Salary/ Job/ Pay	Monthly Salary	Qualification Standards					Place of Assignment
				Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE AIDE III (CLERK I)	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)/ First Level Eligibility	NA	HOPPS Service
2	ADMINISTRATIVE AIDE III (CLERK I)	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)/ First Level Eligibility	NA	Finance Service
3	ADMINISTRATIVE AIDE III (CLERK I)	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)/ First Level Eligibility	NA	Finance Service
4	ADMINISTRATIVE AIDE III (CLERK I)	3	14678	Completion of two years studies in college	None required	None required	Career Service (Subprofessional)/ First Level Eligibility	NA	HOPPS Service
5	ADMINISTRATIVE ASSISTANT II	8	19744	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s.1996 Career Service (Subprofessional)/First Level Eligibility	NA	Paramedical Service
6	ADMINISTRATIVE ASSISTANT II	8	19744	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s.1996 Career Service (Subprofessional)/First Level Eligibility	NA	Paramedical Service
7	MEDICAL EQUIPMENT TECHNICIAN II	8	19744	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	4 hours of relevant training	1 year of relevant experience	MC No. 10, s.2013-Cat. II (Medical Equipment Technician)	N/A	HOPSS Service

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8	MEDICAL EQUIPMENT TECHNICIAN II	8	19744	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	4 hours of relevant training	1 year of relevant experience	MC No. 10, s.2013-Cat. II (Medical Equipment Technician)	N/A	HOPSS Service
9	NURSE I	15	36619	Bachelor of Science in Nursing	None required	None required	RA 1080	NA	Nursing Service
10	NURSE I	15	36619	Bachelor of Science in Nursing	None required	None required	RA 1080	NA	Nursing Service
11	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
12	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
13	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
14	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
15	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
16	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
17	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
18	NURSING ATTENDANT I	4	15586	Elementary School Graduate	None required	None required	MC No. 10, s. 2013-Cat. III (None Required)	NA	Nursing Service
19	RESPIRATORY THERAPIST I	10	23176	Bachelor of Science in Respiratory Therapy	None required	None required	RA 1080 (Respiratory Therapist)	NA	Paramedical Service
20	RADIOLOGIC TECHNOLOGIST I	11	27000	Bachelor of Science in Radiologic Technology	None Required	None Required	RA 1080 (Radiologic Technologist)	NA	Paramedical Service

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21	RADIOLOGIC TECHNOLOGIST I	11	27000	Bachelor of Science in Radiologic Technology	None Required	None Required	RA 1080 (Radiologic Technologist)	NA	Paramedical Service
22	SPEECH THERAPIST I	10	23176	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional)/ Second Level Eligibility	NA	Paramedical Service
23	SPEECH THERAPIST II	14	33843	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	NA	Paramedical Service
24	SPEECH THERAPIST II	14	33843	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/ Second Level Eligibility	NA	Paramedical Service

8/2/23/2023