

NOTICE OF VACANCIES

Interested applicants must submit the following requirements to National Center for Geriatric Health on or before July 5, 2022.

FOR PROMOTION:

- a. Application Routing Slip with 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.
- 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 related to the job descriptions of 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. Transcript of Record/Diploma
- d. Authenticated Elementary Diploma (for Technical Positions based on CSC Qualification Standards)/High School Diploma
- e. Board Rating/PRC License/Civil Service Eligibility as the case may warrant
- f. Two (2) 2x2 ID picture in white background
- g. Good Moral Character (School/2 Reference/Previous work)


NATIVIDAD R. SARMIENTO
Administrative Officer V

6/17/22


LUCIA H. PANAGUITON
HRMO

Date: June 20, 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 SPECIALIST III (PART-TIME)	OSEC-DOHB-MDSPT3-199-2016	24	43371	Doctor of Medicine with a certificate as Fellow of the relevant specialty society and/or Diploma of the relevant specialty Board	12 hours of relevant training	3 years of progressively responsible experience as Medical Specialist II or other related experience	R.A. 1080 (Physician)	NA	National Center for Geriatric Health (NCGH)
2	MEDICAL SPECIALIST III (PART-TIME)	OSEC-DOHB-MDSPT3-200-2016	24	43371	Doctor of Medicine with a certificate as Fellow of the relevant specialty society and/or Diploma of the relevant specialty Board	12 hours of relevant training	3 years of progressively responsible experience as Medical Specialist II or other related experience	R.A. 1080 (Physician)	NA	National Center for Geriatric Health (NCGH)
3	MEDICAL SPECIALIST III (PART-TIME)	OSEC-DOHB-MDSPT3-201-2016	24	43371	Doctor of Medicine with a certificate as Fellow of the relevant specialty society and/or Diploma of the relevant specialty Board	12 hours of relevant training	3 years of progressively responsible experience as Medical Specialist II or other related experience	R.A. 1080 (Physician)	NA	National Center for Geriatric Health (NCGH)
4	PSYCHOLOGIST II	OSEC-DOHB-PSY2-49-2016	15	33575	Master's degree in Psychology	8 hours of relevant training on the delivery of psychological services which include psychological interventions, psychological assessment and psychological programs	1 year of relevant experience involving the delivery of psychological services	R.A. No. 10029 (Psychologist)	NA	National Center for Geriatric Health (NCGH)

5	PSYCHOLOGIST II	OSEC-DOHB-PSY2-50-2016	15	33575	Master's degree in Psychology	8 hours of relevant training on the delivery of psychological services which include psychological interventions, psychological assessment and psychological programs	1 year of relevant experience involving the delivery of psychological services	R.A. No. 10029 (Psychologist)	NA	National Center for Geriatric Health (NCGH)
6	NURSE I	OSEC-DOHB-NUR1-11-2016	15	35097	Bachelor of Science in Nursing	None required	None required	R.A. 1080	NA	National Center for Geriatric Health (NCGH)
7	NURSE I	OSEC-DOHB-NUR1-14-2016	15	35097	Bachelor of Science in Nursing	None required	None required	R.A. 1080	NA	National Center for Geriatric Health (NCGH)
8	NURSE I	OSEC-DOHB-NUR1-16-2016	15	35097	Bachelor of Science in Nursing	None required	None required	R.A. 1080	NA	National Center for Geriatric Health (NCGH)

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 5, 2022

1. Application Letter;
2. Updated Curriculum Vitae;
3. 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;
4. Photocopy of certificate of eligibility/board rating/license;
5. Photocopy of Transcript of Records and Diploma;
6. Photocopy of certificate of trainings/seminars attended, if applicable;
7. Photocopy of birth certificate (PSA copy); and
8. Performance rating **in the last rating period** (if applicable);

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

 EMMANUEL F. MONTAÑA, JR., MD

 Medical Center-Chief II

 Rizal Avenue, Sta. Cruz, Manila

ioserevesmedical@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.