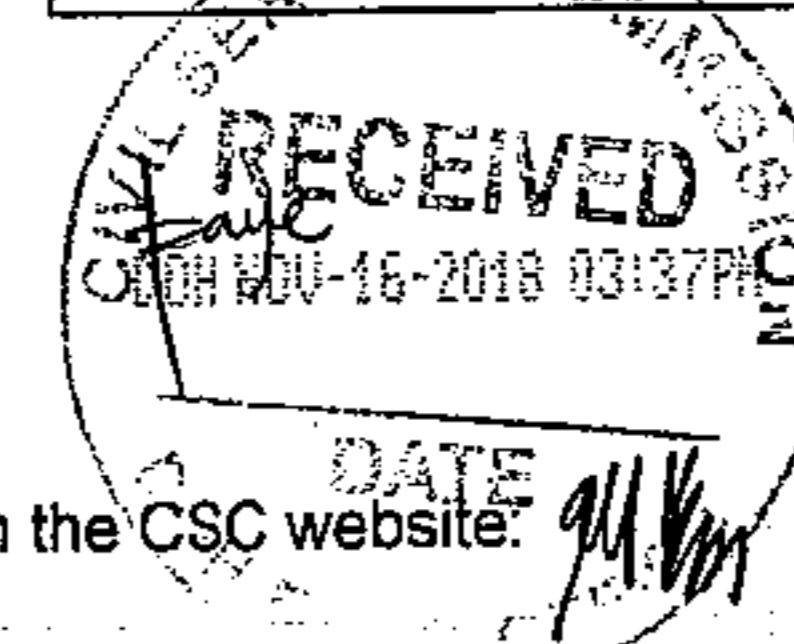


Republic of the Philippines
JOSEABELLA MEMORIAL MEDICAL CENTER
Request for Publication of Vacant Positions

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 JOSEABELLA MEMORIAL MEDICAL CENTER in the CSC website:

ESMERALDO T. ILEM, M.D.

Head of the Agency

Date: November 15, 2018

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	Nurse II	OSEC-DOHB-NURS2-131-2015	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
2	Nurse II	OSEC-DOHB-NURS2-132-2015	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
3	Nurse II	OSEC-DOHB-NURS2-140-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
4	Nurse II	OSEC-DOHB-NURS2-171-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
5	Nurse II	OSEC-DOHB-NURS2-173-2013	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
6	Nurse II	OSEC-DOHB-NURS2-176-2013	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
7	Nurse II	OSEC-DOHB-NURS2-178-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
8	Nurse II	OSEC-DOHB-NURS2-186-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
9	Nurse II	OSEC-DOHB-NURS2-195-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
10	Nurse II	OSEC-DOHB-NURS2-198-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
11	Nurse II	OSEC-DOHB-NURS2-216-1998	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
12	Nurse II	OSEC-DOHB-NURS2-432-2014	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service

13	Nurse II	OSEC-DOHB-NURS2-437-2014	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
14	Nurse II	OSEC-DOHB-NURS2-444-2014	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
15	Nurse II	OSEC-DOHB-NURS2-453-2014	15	29010	Bachelor of Science in Nursing	Four hours of relevant training	One year of relevant experience	RA 1080 (Nurse)	-	Nursing Service
16	Administrative Assistant I	OSEC-DOHB-ADAS1-47-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
17	Administrative Assistant I	OSEC-DOHB-ADAS1-49-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
18	Administrative Assistant I	OSEC-DOHB-ADAS1-68-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
19	Administrative Assistant I	OSEC-DOHB-ADAS1-71-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
20	Administrative Assistant I	OSEC-DOHB-ADAS1-74-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
21	Administrative Assistant I	OSEC-DOHB-ADAS1-75-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
22	Administrative Assistant I	OSEC-DOHB-ADAS1-76-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
23	Administrative Assistant I	OSEC-DOHB-ADAS1-78-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
24	Administrative Assistant I (Future Vacancy)	OSEC-DOHB-ADAS1-65-2013	7	15254	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/First Level Eligibility	-	Hospital Operations and Patient Support Service (for distribution)
25	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-877-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)

26	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-882-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
27	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-886-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
28	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-890-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
29	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-899-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
30	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-902-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
31	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-903-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
32	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-904-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
33	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-913-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
34	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-914-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
35	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-915-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
36	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-916-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)

37	Administrative Aide III (Utility Worker II)	OSEC-DOHB-ADA3-917-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
38	Administrative Aide III (Utility Worker II) (Future Vacancy)	OSEC-DOHB-ADA3-885-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
39	Administrative Aide III (Utility Worker II) (Future Vacancy)	OSEC-DOHB-ADA3-894-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)
40	Administrative Aide III (Utility Worker II) (Future Vacancy)	OSEC-DOHB-ADA3-897-2004	3	11914	Must be able to read and write	None required	None required	None required (MC 10 s. 2013-Cat. III)	-	Hospital Operations and Patient Support Service (for distribution)

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 29, 2018.

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;
4. Photocopy of Transcript of Records and Diploma
5. Photocopy of Certificate of Employment/Certificate of Trainings and Seminars attended;
6. Photocopy of Birth Certificate and Marriage Contract (for those who are married) and;
7. Two (2) Passport size pictures (colored, white background, formal attire)

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

Ms. LALAIN T. TANOJA
 Supervising Administrative Officer
 Dr. Jose Fabella Memorial Hospital, Lung Center Compound, Quezon City
fabella_personnel@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.