

Republic of the Philippines

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 Northern Mindanao Medical Center in the CSC website:

MARIO BENEDICT P. GALON
HRMO

Date: 7/10/2019

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	SUPERVISING ADMINISTRATIVE OFFICER	OSEC-DOHB-SADOF-660005-2014	22	65319	Bachelor's degree relevant to the job	16 hours of relevant experience	3 years of relevant experience	Career Service (Professional) Second Level Eligibility	n/a	NMMC - HOPSS
2	NUTRITIONIST-DIETITIAN IV	OSEC-DOHB-ND5-660015-2013	22	65319	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	16 hours of relevant experience	3 years of relevant experience	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
3	RADIOLOGIC TECHNOLOGIST IV	OSEC-DOHB-RT2-660077-2013	20	51155	Bachelor's degree major in Radiologic Technology	8 hours of relevant experience	2 years of relevant experience	RA 1080	n/a	NMMC - Radiology Dept.
4	NURSE III	OSEC-DOHB-NURS3-660088-2017	17	36942	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	n/a	NMMC- Nursing Service
5	MEDICAL TECHNOLOGIST II	OSEC-DOHB-MOTK2-660008-1998	15	30531	Bachelor's degree in Medical Technology or Bachelor of Science in Public Health	4 hours of relevant training	1 year of relevant experience	RA 1080	n/a	NMMC- Pathology Dept.
6	NUTRITIONIST - DIETITIAN II	OSEC-DOHB-ND2-660118-2015	15	30531	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	4 hours of relevant experience	1 year of relevant experience	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
7	NUTRITIONIST - DIETITIAN II	OSEC-DOHB-ND2-660001-1998	15	30531	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	4 hours of relevant experience	1 year of relevant experience	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
8	NURSE II	OSEC-DOHB-NURS2-660161-2016	15	30531	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	n/a	NMMC- Nursing Service

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)	
9	NURSE II	OSEC-DOHB-NURS2-660148-2016	15	30531	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	n/a	NMMC- Nursing Service
10	RADIOLOGIC TECHNOLOGIST II	OSEC-DOHB-RT2-660086-2016	15	30531	Bachelor's degree major in Radiologic Technology	not required	not required	RA 1080	n/a	NMMC - Radiology Dept.
11	RADIOLOGIC TECHNOLOGIST II	OSEC-DOHB-RT2-660101-2015	15	30531	Bachelor's degree major in Radiologic Technology	not required	not required	RA 1080	n/a	NMMC - Radiology Dept.
12	NURSE I	OSEC-DOHB-NURS1-660007-1998	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
13	NURSE I	OSEC-DOHB-NURS1-660012-2016	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
14	NURSE I	OSEC-DOHB-NURS1-660030-2016	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
15	NURSE I	OSEC-DOHB-NURS1-660033-2016	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
16	NURSE I	OSEC-DOHB-NURS1-660035-2016	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
17	NURSE I	OSEC-DOHB-NURS1-660057-1998	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
18	NURSE I	OSEC-DOHB-NURS1-660008-2016	11	20754	Bachelor of Science in Nursing	not required	not required	RA 1080	n/a	NMMC- Nursing Service
19	SOCIAL WELFARE OFFICER I	OSEC-DOHB-SOCWO1-660067-2014	11	20754	Bachelor's degree in Social Work	not required	not required	RA 1080	n/a	NMMC- Social Welfare Service
20	MEDICAL TECHNOLOGIST I	OSEC-DOHB-MDTK1-660095-2015	11	20754	Bachelor's degree in Medical Technology or Bachelor of Science in Public Health	not required	not required	RA 1080	n/a	NMMC- Pathology Dept.
21	MEDICAL EQUIPMENT TECHNICIAN III	OSEC-DOHB-MEQT3-660096-2015	11	20754	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	8 hours of relevant training	2 years relevant experience	Equipment Technician (MC 10, s.2013-Cat. II)	n/a	NMMC , Bio- Medical Section

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)	
22	MEDICAL EQUIPMENT TECHNICIAN III	OSEC-DOHB-MEQT3-660150-2017	11	20754	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	8 hours of relevant training	2 years relevant experience	Equipment Technician (MC 10, s.2013-Cat. II)	n/a	NMMC, Bio- Medical Section
23	NUTRITIONIST - DIETITIAN I	OSEC-DOHB-ND1-660001-1998	11	20754	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	not required	not required	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
24	NUTRITIONIST - DIETITIAN I	OSEC-DOHB-ND1-660153-2017	11	20754	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	not required	not required	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
25	NUTRITIONIST - DIETITIAN I	OSEC-DOHB-ND1-660154-2017	11	20754	Bachelor's degree major in Nutrition, Dietetics or Community Nutrition	not required	not required	RA 1080	n/a	NMMC - Nutrition & Dietetics Section
26	RESPIRATORY THERAPIST I	OSEC-DOHB-RSTH1-660066-2014	10	19233	Bachelor's degree relevant to the job	not required	not required	Career Service (Professional) Second Level Eligibility	n/a	NMMC- Rehab Dept.
27	RESPIRATORY THERAPIST I	OSEC-DOHB-RSTH1-660066-2015	10	19233	Bachelor's degree relevant to the job	not required	not required	Career Service (Professional) Second Level Eligibility	n/a	NMMC- Rehab Dept.
28	RESPIRATORY THERAPIST I	OSEC-DOHB-RSTH1-660068-2015	10	19233	Bachelor's degree relevant to the job	not required	not required	Career Service (Professional) Second Level Eligibility	n/a	NMMC- Rehab Dept.
29	RESPIRATORY THERAPIST I	OSEC-DOHB-RSTH1-660155-2017	10	19233	Bachelor's degree relevant to the job	not required	not required	Career Service (Professional) Second Level Eligibility	n/a	NMMC- Rehab Dept.
30	RESPIRATORY THERAPIST I	OSEC-DOHB-RSTH1-660156-2017	10	19233	Bachelor's degree relevant to the job	not required	not required	Career Service (Professional) Second Level Eligibility	n/a	NMMC- Rehab Dept.
31	ADMINISTRATIVE ASSISTANT II (ADMINISTRATIVE ASSISTANT)	OSEC-DOHB-ADAS2-660245-2016	8	16758	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
32	ADMINISTRATIVE ASSISTANT II (ADMINISTRATIVE ASSISTANT)	OSEC-DOHB-ADAS2-660246-2016	8	16758	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
33	ADMINISTRATIVE ASSISTANT II (ADMINISTRATIVE ASSISTANT)	OSEC-DOHB-ADAS2-660247-2016	8	16758	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS

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)	
34	ADMINISTRATIVE ASSISTANT II (ADMINISTRATIVE ASSISTANT)	OSEC-DOHB-ADAS2-660256-2016	8	16758	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
35	SOCIAL WELFARE ASSISTANT	OSEC-DOHB-SOCWAS-660218-2016	8	16758	Completion of 2 years studies in College	4 hours of relevant training	1 year of relevant experience	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - Social Service
36	MEDICAL EQUIPMENT TECHNICIAN II	OSEC-DOHB-MEQT2-660224-2016	8	16758	Completion of relevant two years studies in college or Completion of relevant medical laboratory	4 hours of relevant training	1 year relevant experience	Equipment Technician (MC 10, s.2013-Cat. II)		NMMC , Bio- Medical Section
37	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660025-2014	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
38	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660027-2014	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
39	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660033-2015	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
40	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660034-2015	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
41	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660201-2016	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
42	ADMINISTRATIVE ASSISTANT I (SECRETARY I)	OSEC-DOHB-ADAS1-660202-2016	7	15738	Completion of 2 years studies in College	not required	not required	Career Service (Sub-Professional) First Level Eligibility	n/a	NMMC - HOPSS
43	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-660010-2013	6	14847	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	not required	not required	Equipment Technician (MC 10, s.2013-Cat. II)	n/a	NMMC , Bio- Medical Section
44	MEDICAL EQUIPMENT TECHNICIAN I	OSEC-DOHB-MEQT1-660194-2016	6	14847	Completion of relevant two years studies in college or Completion of relevant medical laboratory technician course	not required	not required	Equipment Technician (MC 10, s.2013-Cat. II)	n/a	NMMC , Bio- Medical Section

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)	
45	ADMINISTRATIVE AIDE VI (Chauffeur II)	OSEC-DOHB-ADA6-660032-2004	6	14847	Elementary School graduate	none required	none required	Driver License (MC 10, s.2013-Cat. II)	n/a	NMMC- Engineering Services
46	ADMINISTRATIVE AIDE VI (Chauffeur II)	OSEC-DOHB-ADA6-660034-2004	6	14847	Elementary School graduate	none required	none required	Driver License (MC 10, s.2013-Cat. II)	n/a	NMMC- Engineering Services
47	ADMINISTRATIVE AIDE VI (Labor Foreman)	OSEC-DOHB-ADA6-660198-2016	6	14847	Elementary School graduate	High School Graduate	not required	None Required (MC 10, s.2013 - Cat. III)	n/a	NMMC- Engineering Services
48	ADMINISTRATIVE AIDE VI (Chauffeur II)	OSEC-DOHB-ADA6-660198-2017	6	14847	Elementary School graduate	not required	not required	Driver License (MC 10, s.2013-Cat. II)	n/a	NMMC- Engineering Services
49	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660008-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
50	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660010-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
51	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660019-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
52	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660014-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
53	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660023-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
54	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660024-2015	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
55	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660070-2014	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
56	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660166-2016	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
57	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660136-2016	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
58	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660137-2016	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service
59	NURSING ATTENDANT II	OSEC-DOHB-NATT2-660169-2016	6	14847	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nursing Service

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)	
60	ADMINISTRATIVE AIDE V (Plumber II)	OSEC-DOHB-ADA5-660026-2004	5	14007	Elementary School graduate	not required	not required	Pipefitter or Plumber (MC 10, s.2013 - Cat II)	n/a	NMMC- Engineering Services
61	ADMINISTRATIVE AIDE V (Plumber II)	OSEC-DOHB-ADA5-660199-2017	5	14007	Elementary School graduate	not required	not required	Pipefitter or Plumber (MC 10, s.2013 - Cat II)	n/a	NMMC- Engineering Services
62	ADMINISTRATIVE AIDE V (Mason II)	OSEC-DOHB-ADA5-660200-2017	5	14007	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Engineering Services
63	COOK II	OSEC-DOHB-COK2-660116-2016	5	14007	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nutrition & Dietetics Dept.
64	COOK II	OSEC-DOHB-COK2-660201-2017	5	14007	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- Nutrition & Dietetics Dept.
65	ADMINISTRATIVE AIDE III (Utility Worker II)	OSEC-DOHB-ADA3-660090-2004	3	12466	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- HOPSS
66	ADMINISTRATIVE AIDE III (Utility Worker II)	OSEC-DOHB-ADA3-660099-2004	3	12466	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- HOPSS
67	ADMINISTRATIVE AIDE III (Utility Worker II)	OSEC-DOHB-ADA3-660103-2004	3	12466	Elementary School graduate	not required	not required	None required (MC 10, s.2013 - Cat III)	n/a	NMMC- HOPSS

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 20, 2019.

Aug 9, 2019 *aw*

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; and
4. Photocopy of Transcript of Records.

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

JOSE C. CHAN, MD, FPOA, FPCS, MHA, FPCHA
Medical Center Chief II
Capitol Compound, Cagayan de Oro City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.