



Department of Health
Regional Office No. 3

MARIVELES MENTAL HOSPITAL

Bulletin of Vacancies 2019-013

Publication September 19, 2019

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 in the CSC website:

DATE: SEP 13 2022

2:48 PM
LEA-JEAN M. PAYONG, MEA
Supervising Administrative Officer

Date: _____

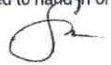
No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Medical Specialist II	OSEC-DOHB-MDSP2-150231-2016	23	73811.0	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	8 hours of relevant training	2 years of relevant experience as MS I or related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Clinical Unit
2	Medical Specialist II Part Time	OSEC-DOHB-MDSPT2-150080-2016	23	36905.5	Doctor of Medicine with Certificate as Fellow and/or Diplomate of the relevant accredited specialty society and/or a doctor who has passed the DOH Medical Specialist Examination	8 hours of relevant training	2 years of relevant experience as MS I or related experiences	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Clinical Unit
3	Nurse I	OSEC-DOHB-NURS1-150001-1998	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
4	Nurse I	OSEC-DOHB-NURS1-150011-2013	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
5	Nurse I	OSEC-DOHB-NURS1-150054-2015	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
6	Nurse I	OSEC-DOHB-NURS1-150059-2015	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
7	Nurse I	OSEC-DOHB-NURS1-150073-2015	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
8	Nurse I	OSEC-DOHB-NURS1-150091-2016	11	20754	Bachelor's Degree in Nursing	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
9	Occupational Therapist I	OSEC-DOHB-OT1-150001-1998	11	20754	Bachelor's degree in Occupational Therapy	None required	None required	RA 1080	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Medical Service - Occupational Therapy Unit

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)
10	Administrative Assistant I	OSEC-DOHB-ADAS1-150011-2016	7	15738	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and patient Support Service - Human Resource Management Unit
11	Administrative Assistant I	OSEC-DOHB-ADAS1-150016-2016	7	15738	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and patient Support Service - Procurement Unit
12	Administrative Aide VI	OSEC-DOHB-ADA6-150006-2004	6	14847	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Relevant MC 11 s. 1996 / Electrician	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Hospital Operations and Patient Support Service - Engineering and Facilities Management Unit
13	Nursing Attendant II	OSEC-DOHB-NATT2-150066-2014	6	14847	Elementary School Graduate (preferably graduate of Caregiver/Practical Nursing/BSN or other related course)	None required	None required	None required	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service
14	Nursing Attendant II	OSEC-DOHB-NATT2-150085-2016	6	14847	Elementary School Graduate (preferably graduate of Caregiver/Practical Nursing/BSN or other related course)	None required	None required	None required	Organizational Commitment, Integrity, Quality Service Focus, Teamwork, Stewardship of Resources, Attention to Communication, Self-Development	Nursing Service

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 _____

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 Diploma and Transcript of Records.

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


 MARIA LOURDES L. EVANGELISTA, MD, DSBPP
 Chief of Hospital II
 P. Monroe St., Poblacion, Mariveles, Bataan
hr@mmh.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

SEP 10 2016
 21488A



Department of Health
 Central Luzon Center for Health Development
MARIVELES MENTAL HOSPITAL
*P. Monroe St. Poblacion, Mariveles, Bataan,
 Philippines. 2105*



Instructions to Applicants:

Interested and qualified applicants shall submit the following documents to the Human Resource Management Unit:

For Entry Level Positions:

1. Letter of Intent addressed to:
 Maria Lourdes L. Evangelista, MD, DSBPP
 Chief of Hospital II
 Mariveles Mental Hospital
 Mariveles, Bataan
2. Personal Data Sheet with additional Work Experience Sheet
3. Diploma
4. Transcript of Records
5. PRC Certification and Board Rating (if applicable)
6. Photocopy of License (if applicable)

For Promotion: All qualified next- in-rank shall be automatically considered candidates for promotion to the next higher position and advised to submit the following documents. Non submission of the required documents shall mean waiver on their part to be considered as candidate for promotion.

1. Letter of Intent
2. Updated Personal Data Sheet with additional Work Experience Sheet
3. Performance Evaluation (IPCR) for the last rating period
4. Certificate of Trainings
5. Photocopy of License / CS Eligibility (if applicable)

Deadline of Submission	September 29, 2019
Written Examination	until further notice
Neuro-psychiatric Screening of Pre-Qualified applicants	By appointment

Vincent A. Isip
VINCENT A. ISIP
 Officer-in-charge, HOPSS
PHS
LUMP

For posting in conspicuous places:
 Security Bulletin Board _____
 Administrative Service Bulletin Board _____
 Nursing Service Bulletin Board _____