



Department of Health
Central Luzon Center for Health Development

MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL

Bulletin of Vacancies 2024-005

Publication April 17, 2024

Republic of the Philippines
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS Excel format

CSC FIELD OFFICE - BAYAN
RECEIVED
APR 17 2024
SHEILA T. TRIA
Administrative Assistant IV
3-20
Action Office
LEA-JEAN M. PAYONG, MBA
Supervising Administrative Officer
No. R337

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL in the CSC website:

Date:

APR 17 2024

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 IV	OSEC-DOHB-MDSP4-150247-2016	25	₱ 102,690.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	Technical Competencies: • Case Management; • Developing Personal and Organizational Capability; • Learning Facilitation; • Management Acumen; • Patient-Centered Care; • Planning, Organizing, and Delivering; • Technical Consulting; • Technical Writing	Medical Service - General Medical Service
2	Medical Specialist III (Part-Time)	OSEC-DOHB-MDSPT3-150069-2016	24	₱ 45,039.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	Technical Competencies: • Achieving High Standards • Case Management • Continuous Development • Developing Personal and Organizational Capability • Facility and Equipment Maintenance • Learning and Development • Learning Facilitation • Management Acumen • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Policy Development • Technical Consulting • Technical Writing	General Medical Service - Cardiology /Pulmonology/ OB Sonology / Computed Tomography & Magnetic Resonance Imaging (CT-MRI)

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)	
3	Medical Specialist III (Part-Time)	OSEC-DOHB-MDSPT3-150072-2016	24	₱ 45,039.00	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Developing Personal and Organizational Capability • Facility and Equipment Maintenance • Learning and Development • Learning Facilitation • Management Acumen • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Policy Development • Technical Consulting • Technical Writing 	General Medical Service - Cardiology /Pulmonology/ OB Sonology / Computed Tomography & Magnetic Resonance Imaging (CT-MRI)
4	Medical Specialist II	OSEC-DOHB-MDSP2-150234-2016	23	₱ 80,003.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Building Relationship with Stakeholders • Case Management • Continuous Development • Data Recording and Reporting • Diversity Management • Government and Departmental Policies and Procedures • Health Promotion and Health Education • Learning Facilitation • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering • Research and Analysis • Risk Management • Technical Consulting 	Office of the Medical Center Chief - Health Emergency and Disaster Management Unit (HEDMU)

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)	
5	Medical Specialist II (Part-Time)	OSEC-DOHB-MDSPT2-150082-2016	23	₱ 40,001.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Developing Personal and Organizational Capability • Facility and Equipment Maintenance • Learning and Development • Learning Facilitation • Management Acumen • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Policy Development • Technical Consulting • Technical Writing 	General Medical Service - Radio-Sonography / Family Medicine / Surgery / Pulmonology
6	Medical Specialist II (Part-Time)	OSEC-DOHB-MDSPT2-150079-2016	23	₱ 40,001.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Case Management • Continuous Development • Developing Personal and Organizational Capability • Facility and Equipment Maintenance • Learning and Development • Learning Facilitation • Management Acumen • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • Performance Management Standards • Planning, Organizing and Delivering • Policy Development • Technical Consulting • Technical Writing 	General Medical Service - Radio-Sonography / Family Medicine / Surgery / Pulmonology

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)	
7	Medical Officer III	OSEC-DOHB- MDOF3-150211- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Building Relationship with Stakeholders • Case Management • Continuous Development • Data Recording and Reporting • Diversity Management • Government and Departmental Policies and Procedures • Health Promotion and Health Education • Learning Facilitation • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering • Research and Analysis • Risk Management • Technical Consulting 	General Medical Service - as General Practitioner
8	Medical Officer III	OSEC-DOHB- MDOF3-150201- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Building Relationship with Stakeholders • Case Management • Continuous Development • Data Recording and Reporting • Diversity Management • Government and Departmental Policies and Procedures • Health Promotion and Health Education • Learning Facilitation • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering • Research and Analysis • Risk Management • Technical Consulting 	General Medical Service - as General Practitioner

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	Medical Officer III	OSEC-DOHB- MDOF3-150200- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Building Relationship with Stakeholders • Case Management • Continuous Development • Data Recording and Reporting • Diversity Management • Government and Departmental Policies and Procedures • Health Promotion and Health Education • Learning Facilitation • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering • Research and Analysis • Risk Management • Technical Consulting 	General Medical Service - as General Practitioner
10	Medical Officer III	OSEC-DOHB- MDOF3-150199- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Building Relationship with Stakeholders • Case Management • Continuous Development • Data Recording and Reporting • Diversity Management • Government and Departmental Policies and Procedures • Health Promotion and Health Education • Learning Facilitation • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering • Research and Analysis • Risk Management • Technical Consulting 	General Medical Service - as General Practitioner

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)	
11	Medical Officer III	OSEC-DOHB- MDOF3-150203- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Case Management, Data Recording and Reporting • Diversity Management • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering Research Analysis • Technical Consulting 	Advanced Comprehensive Center for Mental Health - Psychiatry and Public Mental Health Residency Training
12	Medical Officer III	OSEC-DOHB- MDOF3-150195- 2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Case Management, Data Recording and Reporting • Diversity Management • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering Research Analysis • Technical Consulting 	Advanced Comprehensive Center for Mental Health - Psychiatry and Public Mental Health Residency Training

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)	
13	Medical Officer III	OSEC-DOHB-MDOF3-150193-2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Attention to Details • Biomedical/Biobehavioral Research Expertise • Case Management, Data Recording and Reporting • Diversity Management • Medical Knowledge • Operating Medical Machines, Equipment and Tools • Patient-Centered Care • People Management • Planning, Organizing and Delivering Research Analysis • Technical Consulting 	Advanced Comprehensive Center for Mental Health - Psychiatry and Public Mental Health Residency Training
14	Nurse II	OSEC-DOHB-NURS2-150276-2021	16	₱ 39,672.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	Technical Competencies: <ul style="list-style-type: none"> • Achieving High Standards • Building Relationship with Stakeholders • Care Management • Continuous Development • Equipment, Materials and Supplies Management • Implementing Health Policies and Regulations • Learning Facilitation • Maternal and Newborn Care • Nursing Care • People Management • Performance Management Standards • Workforce Planning 	Nursing Service - Male Ward

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)	
17	Nurse I	OSEC-DOHB- NUR1-150060- 2015	15	₱ 36,619.00	Bachelor of Science in Nursing	None required	None required	RA 1080	Technical Competencies: • Care Management • Diversity Management • Equipment, Materials and Supplies Management • Nursing Care • Operating Medical Machines • Equipment and Tools • Patient-Centered Care • People Management • Respecting and Caring for Patients	Nursing Service - Female Ward
18	Nurse I	OSEC-DOHB- NURS1-150081- 2021	15	₱ 36,619.00	Bachelor of Science in Nursing	None required	None required	RA 1080	Technical Competencies: • Care Management • Diversity Management • Equipment, Materials and Supplies Management • Nursing Care • Operating Medical Machines • Equipment and Tools • Patient-Centered Care • People Management • Respecting and Caring for Patients	Nursing Service - Female Ward

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)	
19	Nurse I	OSEC-DOHB- NUR1-150115- 2014	15	₱ 36,619.00	Bachelor of Science in Nursing	None required	None required	RA 1080	Technical Competencies: • Care Management • Diversity Management • Equipment, Materials and Supplies Management • Nursing Care • Operating Medical Machines • Equipment and Tools • Patient-Centered Care • People Management • Respecting and Caring for Patients	Nursing Service - Male Ward
20	Occupational Therapist II	OSEC-DOHB- OT2-150065- 2021	15	₱ 36,619.00	Bachelor's degree in Occupational Therapy	4 hours of relevant training	1 year of relevant experience	RA 1080	Technical Competencies: • Care Management; • Case Management; • Diversity Management; • Medical Knowledge; • Patient-Centered Care; • People Management	Medical Service - Occupational Therapy Unit

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21	Radiologic Technologist I	OSEC-DOHB-RT1-150018-2013	11	₱ 27,000.00	Bachelor of Science in Radiologic Technology	None required	None required	RA 1080 (Radiologic Technologist)	Technical Competencies: <ul style="list-style-type: none"> • Diversity Management • Equipment, Materials and Supplies Management • Operating Medical Machines, Equipment and Tools • Providing Support and Services • Records Management • Respecting and Caring for Patients 	Allied Health Professional Service - Radiology Unit
22	Social Welfare Officer I	OSEC-DOHB-SOCWO1-150063-2014	11	₱ 27,000.00	Bachelor's degree in Social Work	None required	None required	RA 1080 (Social Worker)	Technical Competencies: <ul style="list-style-type: none"> • Data Recording and Reporting • Diversity Management • Managing Work • Medical Social Services • Resilience • Respecting and Caring for Patients 	Allied Health Professional Service- Medical Social Work 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)	
23	Administrative Assistant I (Secretary I)	OSEC-DOHB-ADAS1-150036-2015	7	₱ 18,620.00	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Technical Competencies: • Computer Skills • Managing Work • Providing Support and Services • Records Management	Office of the Allied Health Professional Service
24	Administrative Assistant I (Secretary I)	OSEC-DOHB-ADAS1-150005-2016	7	₱ 18,620.00	Completion of two years studies in College	None required	None required	Career Service (Sub-professional)/ First Level Eligibility	Technical Competencies: • Computer Skills • Managing Work • Providing Support and Services • Records Management	Hospital Operations and Patient Support Service - Materials Management Unit

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					Education	Training	Experience	Eligibility	Competency (if applicable)	
25	Occupational Therapy Technician I	OSEC-DOHB- OTT1-150046- 2014	6	₱ 17,553.00	Completion of two years studies in College	None required	None required	Career Service (Sub- professional)/ First Level Eligibility	Technical Competencies: • Building Relationship with Stakeholders; • Data Recording and Reporting; • Diversity Management; • Planning, Organizing and Delivering; • Providing Support and Services; • Respecting and Caring for Patients	Medical Service - Occupational Therapy Unit
26	Nursing Attendant I	OSEC-DOHB- NATT1-150187- 2021	4	₱ 15,586.00	Elementary School Graduate	None required	None required	None required (MC No 10, s. 2013-Cat III)	Technical Competencies: • Diversity Management • Energy to Work • Managing Work • Nursing Care • Providing Support and Services	Nursing Service - Patients Infirmary

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					Education	Training	Experience	Eligibility	Competency (if applicable)	

MMWGH is committed to, and supports Equal Employment Opportunity Principle. This office does not discriminate on the account of age, sex, sexual orientation and gender identity, civil status, religion, disability, ethnicity, or political affiliation. We welcome all interested and qualified applicants.

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 MAY 02 2024.

For Entry Level Positions:

- Letter of Intent addressed to:
DENNIS DAYAO L. ORDOÑA, MD
Medical Center Chief II
Mariveles Mental Wellness and General Hospital
Mariveles, Bataan
Thru LEA-JEAN M. PAYONG, MBA
Supervising Administrative Officer, HRMU
- Personal Data Sheet with additional Work Experience Sheet
- Diploma
- Transcript of Records
- PRC Certification and Board Rating (if applicable)
- Certificate of Residency/Diplomate/Fellow (if applicable)
- Photocopy of License / CS Eligibility (if applicable)



For Promotion / Transfer: 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.

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

QUALIFIED APPLICANTS are advised to hand in their application at Mariveles Mental Wellness and General Hospital from Monday- Friday, 8am-5pm or send through courier addressed to:

Human Resource Management Unit
Mariveles Mental Wellness and General Hospital
P. Monroe St., Poblacion, Mariveles, Bataan

Noted by:

SGD.
DENNIS DAYAO L. ORDOÑA, MD
 Medical Center Chief II
 SGD.
 /VAI

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.