



Department of Health  
Central Luzon Center for Health Development

**MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL**

# Bulletin of Vacancies 2024-007

Publication June 14, 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 PDS website: [www.csc.gov.ph](http://www.csc.gov.ph)

CSC FIELD OFFICE-BATAAN  
**CSC RECEIVED**  
JUN 14 2024 4:20 PM  
JOHN LOY B. BARTOLOME  
Administrative Aide III

To: CIVIL SERVICE COMMISSION (CSC)

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

SGD.  
LEA-JEAN M. PAYONG, MBA  
Supervising Administrative Officer

Date: JUN 14 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-MDSPT3-150072-2016	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)

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 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	<ul style="list-style-type: none"> <li>• Technical Competencies</li> <li>• Achieving High Standards</li> <li>• Case Management</li> <li>• Continuous Development</li> <li>• Developing Personal and Organizational Capability</li> <li>• Facility and Equipment Maintenance</li> <li>• Learning and Development</li> <li>• Learning Facilitation</li> <li>• Management Acumen</li> <li>• Operating Medical Machines, Equipment and Tools</li> <li>• Patient-Centered Care</li> <li>• Performance Management Standards</li> <li>• Planning, Organizing and Delivering</li> <li>• Policy Development</li> <li>• Technical Consulting</li> <li>• Technical Writing</li> </ul>	Advanced Comprehensive Center for Mental Health - Psychiatry / Office of the Medical Center Chief - Health Emergency Disaster Management Unit
4	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	<ul style="list-style-type: none"> <li>• Technical Competencies</li> <li>• Achieving High Standards</li> <li>• Case Management</li> <li>• Continuous Development</li> <li>• Developing Personal and Organizational Capability</li> <li>• Facility and Equipment Maintenance</li> <li>• Learning and Development</li> <li>• Learning Facilitation</li> <li>• Management Acumen</li> <li>• Operating Medical Machines, Equipment and Tools</li> <li>• Patient-Centered Care</li> <li>• Performance Management Standards</li> <li>• Planning, Organizing and Delivering</li> <li>• Policy Development</li> <li>• Technical Consulting</li> <li>• Technical Writing</li> </ul>	General Medical Service -Radio-Sonography / Family Medicine / Pulmonology / Anatomic Pathology / Psychiatry)



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-MDSPT2-150081-2016	23	₱ 40,001.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	<ul style="list-style-type: none"> <li>• Technical Competencies:</li> <li>• Achieving High Standards</li> <li>• Case Management</li> <li>• Continuous Development</li> <li>• Developing Personal and Organizational Capability</li> <li>• Facility and Equipment Maintenance</li> <li>• Learning and Development</li> <li>• Learning Facilitation</li> <li>• Management Acumen</li> <li>• Operating Medical Machines, Equipment and Tools</li> <li>• Patient-Centered Care</li> <li>• Performance Management Standards</li> <li>• Planning, Organizing and Delivering</li> <li>• Policy Development</li> <li>• Technical Consulting</li> <li>• Technical Writing</li> </ul>	General Medical Service -Radio-Sonography / Family Medicine / Pulmonology / Anatomic Pathology / Psychiatry)
6	Medical Officer III	OSEC-DOHB-MDOF3-150199-2016	21	₱ 63,997.00	Doctor of Medicine	None required	None required	RA 1080	<ul style="list-style-type: none"> <li>• Technical Competencies:</li> <li>• Achieving High Standards</li> <li>• Attention to Details</li> <li>• Biomedical/Biobehavioral Research Expertise</li> <li>• Building Relationship with Stakeholders</li> <li>• Case Management</li> <li>• Continuous Development</li> <li>• Data Recording and Reporting</li> <li>• Diversity Management</li> <li>• Government and Departmental Policies and Procedures</li> <li>• Health Promotion and Health Education</li> <li>• Learning Facilitation</li> <li>• Medical Knowledge</li> <li>• Operating Medical Machines, Equipment and Tools</li> <li>• Patient-Centered Care</li> <li>• People Management</li> <li>• Planning, Organizing and Delivering</li> <li>• Research and Analysis</li> <li>• Risk Management</li> <li>• Technical Consulting</li> </ul>	Medical Service - General Medical 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)	

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 JUL 01 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.**

