

Republic of the Philippines
CGO MANDALUYONG, NCR
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 CGO MANDALUYONG, NCR in the CSC website:

FLORDELIZA DE LEON BONADOR

HRMO

Date: 22-Oct-21

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	City Government Department Head II (City Health Officer)	1	26	111,742	Doctor of Medicine	None Required	He must have acquired experience in the practice of his profession for at least five (5) years immediately preceding the date of his appointment	Licensed Medical Practitioner (RA 1080)	N/A	City Health Department
2	Supervising Administrative Officer (Administrative Officer IV)	5-1	22	68,415	Bachelor's Degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	CS Professional or Second Level Eligibility	N/A	City Planning and Development Dept.
3	Administrative Aide VI (Utility Foreman)	36-2	6	16,200	Elementary School Graduate	None Required	None Required	None Required (MC 10, s. 2013-Cat. III)	N/A	Mandaluyong City Medical Center
4	Administrative Assistant I (Bookbinder III)	15	7	17,179	Elementary School Graduate	None Required	None Required	None Required (MC 10, s. 2013-Cat. III)	N/A	City Accounting Department
5	Nurse IV (Nurse V to Nurse IV Per BC No. 2020-4)	10	20	54,251	Bachelor of Science in Nursing	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Nursing Licensure Examination)	N/A	Mandaluyong City Medical Center

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 06, 2021.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
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.

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

Ms. Flordeliza DL. Bonador

City Government Department Head II

HRMD, 4F Executive Building, Maysilo

lgumandaluyong_nrm@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.