

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: **26-Oct-22**

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 (Administrative Officer IV)	18	22	69963	Bachelor's Degree	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	Career Service Professional /Second Level Eligibility	N/A	City Civilian Affairs and Community Services Department
2	City Government Assistant Department Head II	2	24	88410	Bachelor's Degree	Twenty-four (24) hours of training in management and supervision	Four (4) years in position/s involving management and supervision	Career Service Professional /Second Level Eligibility	N/A	City Planning and Development Department
3	City Government Assistant Department Head II	14	24	88410	Bachelor's Degree	Twenty-four (24) hours of training in management and supervision	Four (4) years in position/s involving management and supervision	Career Service Professional /Second Level Eligibility	N/A	City Planning and Development Department
4	Administrative Aide III (Utility Worker II)	13-1	3	14125	Must be able to read and write	None Required	None Required	None Required	N/A	City Planning and Development Department
5	Medical Specialist IV	2	25	100788	Doctor of Medicine	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Physician)	N/A	Mandaluyong City Medical Center
6	Nurse V	10	20	55799	Bachelor of Science in Nursing	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Nurse)	N/A	Mandaluyong City Medical Center

7	Radiologic Technologist IV	12	20	55799	Bachelor's Degree in Radiologic Technology	Sixteen (16) hours of training in radiologic technology with special modalities undertaken within the last five (5) years	Three (3) years of experience as Radiologic Technologist which shall include one (1) year of experience in supervising departmental operations	RA 1080 (Radiologic Technology)	N/A	Mandaluyong City Medical Center
8	Medical Technologist IV	50	20	55799	Bachelor of Science in Medical Technology/Public Health	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Physician)	N/A	Mandaluyong City Medical Center
9	Nurse IV	13-1	19	49835	Bachelor of Science in Nursing	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Nurse)	N/A	Mandaluyong City Medical Center
10	Medical Technologist III	14-2	18	45203	Bachelor of Science in Medical Technology/Public Health	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Physician)	N/A	Mandaluyong City Medical Center
11	Administrative Officer V (Cashier III)	16	18	45203	Bachelor's Degree relevant to the job	Eight (8) hours of relevant training	Two (2) years of relevant experience	CS Professional /Second Level Eligibility	N/A	Mandaluyong City Medical Center
12	Administrative Officer I (Records Officer I)	51-1	10	22190	Bachelor's Degree	None Required	None Required	CS Professional /Second Level Eligibility	N/A	Mandaluyong City Medical Center
13	Administrative Aide VI (Utility Foreman)	35-3	6	16877	Elementary School Graduate	None Required	None Required	None Required	N/A	Mandaluyong City Medical Center
14	Nurse IV	13-1	19	49835	Bachelor of Science in Nursing	Eight (8) hours of relevant training	Two (2) years of relevant experience	RA 1080 (Nurse)	N/A	City Health Department
15	Sanitation Inspector II	34	8	18998	Completion of two (2) years studies in college)	Four (4) hours of relevant training	One (1) year of relevant experience	CS Sub Professional /First Level Eligibility	N/A	City Health Department
16	Nursing Attendant I	43-8	4	14993	Elementary School Graduate	None Required	None Required	None Required	N/A	City Health Department
17	Barangay Health Aide	47-1	4	14993	High School Graduate	None Required	None Required	None Required	N/A	City Health Department
18	Nursing Attendant I	43-6	4	14993	Elementary School Graduate	None Required	None Required	None Required	N/A	City Health Department
19	Administrative Assistant I (Reproduction Machine Operator III)	37	7	17899	Elementary School Graduate	None Required	None Required	None Required	N/A	City Health Department

20	Midwife IV	23-1	15	35097	Completion of Midwifery Course	Sixteen (16) hours of relevant training	Three (3) years of relevant experience	RA 1080 (Midwife)	N/A	City Health Department
21	Administrative Aide VI (Utility Foreman)	38-2	6	16877	Elementary School Graduate	None Required	None Required	None Required	N/A	City Health Department
22	Nursing Attendant II	40-3	6	16877	Elementary School Graduate	None Required	None Required	None Required	N/A	City Health Department
23	Administrative Aide III (Driver I)	21	3	14125	Elementary School Graduate	None Required	None Required	Driver's License (Professional) CSC MC No. 10, s. 2013-Cat. IV	N/A	City Civil Registry Department
24	Administrative Aide IV (Bookbinder II)	18	4	14993	Elementary School Graduate	None Required	None Required	None Required	N/A	City Civil Registry Department
25	Administrative Assistant IV (Bookbinder IV)	20-3	10	22190	Elementary School Graduate	Eight (8) hours of relevant training	Two (2) years of relevant experience	None Required	N/A	City Civil Registry Department

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 10, 2022**.

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.

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

Circle, Mandaluyong City

lgumandaluyong_hrmd@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.