

Republic of the Philippines
BUREAU OF QUARANTINE AND INTERNATIONAL HEALTH SURVEILLANCE
Request for Publication of Vacant Positions

**CIVIL SERVICE COMMISSION-NCR
DPWH FIELD OFFICE
RECEIVED**
DEC 14 2021
Time: 1:28
LUCILA L. ALDOVER
Admin. Asst. III

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

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the BUREAU OF QUARANTINE AND INTERNATIONAL HEALTH SURVEILLANCE in the CSC website:

MS. WILMA D. JIMENEZ

HRMO

Date:

December 14, 2021

| 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 Officer III | OSEC-DOHB-MDOF3-49-2012 | 21 | 60,901.00 | Doctor of Medicine | None required | None required | RA 1080 | | BOQ NCR Station (in exigency of the service, may be assigned to other quarantine stations) |
| 2 | Medical Officer III | OSEC-DOHB-MDOF3-44-2012 | 21 | 60,901.00 | Doctor of Medicine | None required | None required | RA 1080 | | BOQ Cagayan De Oro Station (in exigency of the service, may be assigned to other quarantine stations) |
| 3 | Medical Officer III | OSEC-DOHB-MDOF3-45-2012 | 21 | 60,901.00 | Doctor of Medicine | None required | None required | RA 1080 | | BOQ Tabaco Station (in exigency of the service, may be assigned to other quarantine stations) |
| 4 | Administrative Aide VI | OSEC-DOHB-ADA6-178-2014 | 6 | 16,200.00 | Completion of two years studies in college | None required | None required | Career Service (Subprofessional) First Level Eligibility | | BOQ Cagayan de Oro Station |
| 5 | Administrative Aide III | OSEC-DOHB-ADA3-316-2004 | 3 | 13,572.00 | Must be able to read and write | None required | None required | None Required (Cat. III CSC MC 10 s-2013) | | Personnel Section - Finance and Admin. Division |

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 December 24, 2021.

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:

FERDINAND S. SALCEDO, MD, MPH, CESO IV

Director IV

25th and AC Delgado St., Port Area, Manila

personnel.boq@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.