

Republic of the Philippines
PGO QUEZON
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 PGO QUEZON in the CSC website:

ROWELL A. NAPEÑAS
PGDH - HRMO

Date: _____ June 23, 2023

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	Nurse II	4421-6-33	16	38150	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		Gumaca District Hospital
2	Nurse I	4421-6-40	15	35097	Bachelor of Science in Nursing	None Required	None Required	RA 1080 (Nurse)		Gumaca District Hospital
3	Cook I	4421-6-49	3	14125	Elementary School Graduate	None Required	None Required	None Required (MC No. 10, s. 2013. Cat. III)		Gumaca District Hospital
4	Medical Officer III	4421-16-3	21	62449	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		San Francisco Municipal Hospital
5	Pharmacist I	4421-16-11	11	25439	Bachelor's degree in Pharmacy	None Required	None Required	RA 1080 (Pharmacist)		San Francisco Municipal Hospital
6	Medical Technologist I	4421-16-13	11	25439	Bachelor's degree in Medical Technology or Bachelor of Science in Public Health	None Required	None Required	RA 1080 (Medical Technologist)		San Francisco Municipal Hospital
7	Radiologic Technologist I	4421-16-22	11	25439	Bachelor of Science in Radiologic Technology	None Required	None Required	RA 1080 (Radiologic Technologist)		San Francisco Municipal Hospital
8	Administrative Assistant III (Senior Bookkeeper)	4421-13-15	9	20402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Unisan Medicare Community Hospital
9	Community Development Assistant II	8731-10	9	20402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Environment and Natural Resources Office
10	Community Development Assistant II	8731-11	9	20402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Environment and Natural Resources Office
11	Community Development Assistant II	8731-15	9	20402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Environment and Natural Resources Office

12	Community Development Assistant II	8731-16	9	20402	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Environment and Natural Resources Office
13	Nurse II	4411-137	16	38150	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080 (Nurse)		Integrated Provincial Health Office
14	Medical Officer III	4421-10-3	21	62449	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		San Narciso Municipal Hospital

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 July 8, 2023.

1. Fully accomplished and **NOTARIZED/SIGNED BY AN ADMINISTERING OFFICER Personal Data Sheet (PDS) with WORK EXPERIENCE SHEET** (if applicable) and recent passport-sized picture
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license (if applicable);
4. Photocopy of Transcript of Records (if applicable); and
5. Initial Assessment Form for Applicant which can be downloaded at <https://quezon.gov.ph/downloads>.

EEOP Statement: This agency highly encourage diverse applicants from all segments of society regardless of origin, belief, disability, age, gender identity, sexual preference as protected by applicable law.

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

Mr. Rowell A. Napeñas
PGDH-HRMO
Provincial Capitol Compound, Lucena City
phrmo.rsp.quezon@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.