

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: **May 2, 2024**

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Administrative Officer III	4421-16-9	14	33843	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional; Second Level Eligibility		Quezon Provincial Hospital Network- San Francisco
2	Radiologic Technologist I	4421-16-22	11	27000	Bachelor of Science in Radiologic Technology	None Required	None Required	RA 1080 (Radiologic Technologist)		Quezon Provincial Hospital Network- San Francisco
3	Nursing Attendant I	4421-16-24	4	15586	Elementary School Graduate	None Required	None Required	None Required (MC No. 10, s. 2013. Cat. III)		Quezon Provincial Hospital Network- San Francisco
4	Medical Officer III	4421-16-3	21	63997	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Quezon Provincial Hospital Network- San Francisco
5	Medical Officer III	4421-16-4	21	63997	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Quezon Provincial Hospital Network- San Francisco
6	Medical Officer III	4421-15-4	21	63997	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Quezon Provincial Hospital Network- Guinayangan
7	Administrative Officer II	4421-13-13	11	27000	Bachelor's degree relevant to the job	None Required	None Required	CS Professional; Second Level Eligibility		Quezon Provincial Hospital Network- Unisan
8	Administrative Assistant III (Senior Bookkeeper)	4421-13-15	9	21211	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional; First Level Eligibility		Quezon Provincial Hospital Network- Unisan
9	Nursing Attendant I	4421-13-37	4	15586	Elementary School Graduate	None Required	None Required	None Required (MC No. 10, s. 2013. Cat. III)		Quezon Provincial Hospital Network- Unisan
10	Nursing Attendant I	4421-13-38	4	15586	Elementary School Graduate	None Required	None Required	None Required (MC No. 10, s. 2013. Cat. III)		Quezon Provincial Hospital Network- Unisan
11	Midwife I	4421-13-30	9	21211	Completion of the Midwifery Course	None Required	None Required	RA 1080 (Midwife)		Quezon Provincial Hospital Network- Unisan

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 May 17, 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 (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 (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.