



Republic of the Philippines  
Department of Health  
Metro Manila Center for Health Development  
**VALENZUELA MEDICAL CENTER**



January 25, 2022

**DIR. NOEL V. SALUMBIDES**



Director II  
Civil Service Commission – Field Office  
Department of Health  
Sta. Cruz, Manila

Dear **Dir. Salumbides**,

May we respectfully request your good office to publish the attached bulletin of vacant positions of this office.

Thank you very much.

Very truly yours,

  
**NIMFA M. PUTONG, MD, MHA, FPSMID, MPSA, FPAFP, DTMH, MCTM, FPSVI**  
Medical Center Chief II 

CBV:epc

**“PHIC Accredited Healthcare Provider”**

**“Valenzuela Medical Center...Where your health matters most”**

• Padrigal St., Kanuhatan, Valenzuela City 1441 • Trunk Line: 294-67-11 loc. 134; • Fax: 291-42-59  
• URL: <http://vmc.doh.gov.ph> • Email: [valgen\\_hosp@yahoo.com](mailto:valgen_hosp@yahoo.com)

Republic of the Philippines  
**VALENZUELA CITY MEDICAL CENTER**  
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 VALENZUELA CITY MEDICAL CENTER in the CSC website:

**NIMFA M. PUTONG, MD, MHA, FPSMID**

Medical Center Chief II 

Date: January 25, 2022

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 IV	OSEC-DOHB- MDOF4-30093- 2015	23	76907	Doctor of Medicine	4 hours of relevant training	1 yr. of relevant experience	RA 1080 (Physician)	1. Organizational Commitment  2. Integrity 3. Quality Service Focus  4. Teamwork 5. Stewardship of Resources  6. Self Development  7. Attention to Communication	Department of Emergency Medicine / Medical Division
2	Medical Officer III	OSEC-DOHB- MDOF3-30018- 1998	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Pathology & Laboratory / Medical Division
3	Medical Officer III	OSEC-DOHB- MDOF3-30021- 2015	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of OB- Gyne / Medical Division
4	Medical Officer III	OSEC-DOHB- MDOF3-30144- 2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department Pediatrics
5	Medical Officer III	OSEC-DOHB- MDOF3-30145- 2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Pediatrics



6	Medical Officer III	OSEC-DOHB-MDOF3-30146-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)	1. Organizational Commitment 2. Integrity 3. Quality Service Focus 4. Teamwork 5. Stewardship of Resources 6. Self Development 7. Attention to Communication	Department of Pediatrics
7	Medical Officer III	OSEC-DOHB-MDOF3-30149-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Internal Medicine
8	Medical Officer III	OSEC-DOHB-MDOF3-30154-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Surgery
9	Medical Officer III	OSEC-DOHB-MDOF3-30163-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Surgery / Ophthalmology
10	Medical Officer III	OSEC-DOHB-MDOF3-30164-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Surgery / Ophthalmology
11	Medical Officer III	OSEC-DOHB-MDOF3-30168-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Family & Community Medicine
12	Medical Officer III	OSEC-DOHB-MDOF3-30169-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)		Department of Family & Community Medicine
13	Medical Officer III	OSEC-DOHB-MDOF3-30170-2020	21	60901	Doctor of Medicine	None Required	None Required	RA 1080 (Physician)	Department of Family & Community Medicine	

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 February 9, 2022.

1. **Letter of Intent or Application Letter;**
2. Completely filled out **Personal Data Sheet** (CS Form 212 Rev 2017);
3. **Credentials:** Photocopy of Authenticated/Certified True Copy of:

- Diploma
- Transcript of Records
- Certification of Completion of Residency Training, Diplomate or Fellow, if applicable
- Certificate of Training/Seminars Attended, if applicable

**Note: Authenticated/Certified True Copy must be presented upon submission of complete requirements**

4. **Eligibility:** Photocopy of Authenticated/Certified True Copy of:

- PRC License, Board Rating, and Board Certificate
- CSC Professional and/or Sub-professional
- Other related eligibility

**Note: Authenticated/Certified True Copy must be presented upon submission of complete requirements**

5. Original copy of latest **NBI Clearance**

6. Photocopy of **Performance Rating** in the last rating period, if applicable

7. Photocopy of **Certificate of Employment with Actual Duties and Responsibilities**, if applicable

8. Photocopy of **Birth Certificate** (PSA Copy)

9. Photocopy of **Marriage Certificate** (PSA Copy), if applicable

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

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NIMFA M. PUTONG, MD, MHA, FPSMID

\_\_\_\_\_  
Medical Center Chief II

\_\_\_\_\_  
Thru: Christopher B. Villafria

\_\_\_\_\_  
Supervising Administrative Officer

\_\_\_\_\_  
Padrigal St., Karuhatan, Valenzuela City

\_\_\_\_\_  
[valgen\\_hosp@yahoo.com](mailto:valgen_hosp@yahoo.com)/[vmc\\_hrd@yahoo.com](mailto:vmc_hrd@yahoo.com)

**NOTE:**

All vacant positions shall be open to all qualified applicants regardless of age, gender, civil status, disability, religion, ethnicity, social status, class, political affiliation, or other similar factors/personal circumstances which run counter to the principles of merit and fitness for the job and equal employment opportunity.

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**