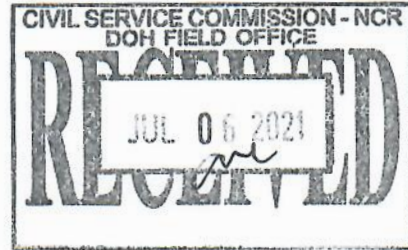




Republic of the Philippines
 Department of Health
 Metro Manila Center for Health Development
VALENZUELA MEDICAL CENTER



...C REVIEWING COPY
 Email: 7/6/2021



July 1, 2021

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,


MARIA ESTRELLA B. LITAM, MD, MBA-H, FPPS, FPIDSP
 Medical Center Chief II

CBV:cm

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 website:


MARIA ESTRELLA B. LITAM, MD, MBA-H, FPPS, FPIDS
Medical Center Chief II

Date: JUL 05 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Medical Officer IV	MDOF4-30147- 2020	23	76907	Doctor of Medicine	4 hours of relevant training	1 yr. of relevant experience	RA 1080		Dept. of Surgery/De Emergency Medicin Medical Division
2	Medical Officer IV	MDOF4-30151- 2020	23	76907	Doctor of Medicine	4 hours of relevant training	1 yr. of relevant experience	RA 1080		Dept. of OB-Gyne / De Emergency Medicine / Medical Division
3	Medical Officer IV	MDOF4-30164- 2020	23	76907	Doctor of Medicine	4 hours of relevant training	1 yr. of relevant experience	RA 1080		Dept. of Pediatrics / of Emergency Medic Medical Division
4	Medical Officer IV	MDOF4-30168- 2020	23	76907	Doctor of Medicine	4 hours of relevant training	1 yr. of relevant experience	RA 1080		Dept. of Internal Me /Dept. of Emergency Medicine / Medical 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 later than **JUL 19 2021**

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)

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

Maria Estrella B. Litam, MD, MBA-H, FPPS, FPIDSP

Medical Center Chief II

Thru: Christopher B. Villafria

Supervising Administrative Officer

Padrigal St., Karuhatan, Valenzuela City

valgen_hosp@yahoo.com/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.