



Republic of the Philippines
Department of Health
BAGUIO GENERAL HOSPITAL AND MEDICAL CENTER
Baguio City

LIST OF VACANT POSITIONS

Form No.: HS-HRM-0019-0
Revision No.: 0
Effective: August 01, 2014

STATION	POSITION	SG	ITEM NUMBER	QUALIFICATION STANDARDS			
				EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY
BGHMC	Nurse II	15	OSEC-DOHB-NURS2-9022-1998; -90023-1998; -90041-2014; -90044-2017; -90045-1998; -90091-2013; -90108-2015	Bachelor of Science in Nursing	1 year of rel. experience	4 hours of rel. training	R.A.1080
BGHMC	Nurse I	11	OSEC-DOHB-NURSI-90096-1998; -90030-1998; -90041-1998; -90064-1998; -90001-1998	Bachelor of Science in Nursing	None required	None required	R.A.1080
BGHMC	Nursing Attendant II	6	OSEC-DOHB-NATT2-90059-2013	Graduate of Midwifery Course or related allied Health Course	None Required	None Required	None Required
BGHMC	Administrative Officer I	10	OSEC-DOHB-ADOFI-90035-2014	Bachelor's degree relevant to the job	None required	None required	CS Professional (Second Level Eligibility)
BGHMC	Administrative Assistant III	9	OSEC-DOHB-ADAS3; -90094-2015; -90106-2015; -90112-2015	Completion of two years studies in College	None required	None required	Career Service (Subprof) (First Level Eligibility)
BGHMC	Administrative Assistant I	7	OSEC-DOHB-ADASI-90004-2015; -90009-2014; -90136-2013	Completion of two (2) year studies in College	One (1) year of relevant experience	Four (4) hours of relevant training	Career Service (Subprof) (First Level Eligibility)
BGHMC	Administrative Aide VI	6	OSEC-DOHB-ADAG-90012-2004	Must be able to read & Write/ Elementary School Graduate : High School Graduate or completion of relevant vocational/trade course	One (1) year of relevant experience	four (4) hours of relevant training	Relevant MC II s. 1996 Career Service (Subprof) (First Level Eligibility)


VILMA D. MOLTIO, MPA
Supervising Administrative Officer


PRISCILLA P. GALISTE, MPA
Chief Administrative Officer

OFFICE ADDRESS : Baguio General Hospital & Medical Center
CONTACT PERSON: Ms. Vilma D. Moltio, MPA
TELEPHONE NO. : 442-4216 loc. 374/375

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