

Republic of the Philippines  
Baguio General and Medical Center  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Baguio General and Medical Center in the CSC website:


  
 Date: MAY 03 2018
  
 RICARDO B. RUNEZ JR., MD, FPCS, MHA, CESE
   
 Medical Center Chief II

Date: \_\_\_\_\_

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	Administrative Assistant I	OSEC-DOHB-ADAS1-90033-2015	7	15,254.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service Sub professional/ First Level Eligibility	Procurement Management Office
9	Medical Officer IV	OSEC-DOHB-MDOF4-90097-2015; -90069-2015; -90099-2015; -90104-2015; -90098-2015; -90115-2015; -90065-2015; -90032-2013; -90112-2015;	23	65,604.00	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	
9	Medical Officer III	OSEC-DOHB-MDOF3-90019-2013; -90050-2015; -90048-2015; -90026-2015; -90022-2010; -90025-2013; -90049-2015; -90027-2015; -90006-2010	21	52,554.00	Doctor of Medicine	None required	None required	RA 1080	
1	Medical Specialist II	OSEC-DOHB-MDSP2-90014-1998	23	65,604.00	Doctor of Medicine with a certificate as Fellow and/or Diplomate of the relevant accredited society or a Doctor who passed the DOH Medical Specialist examination	4 hours of relevant training	2 years of relevant experience	RA 1080 (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 May 15, 2018.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in their application to the:

**HUMAN RESOURCE MANAGEMENT OFFICE**

Baguio General Hospital and Medical Center  
Governor Pack Road, BGHMC Compound, Baguio City

DATE OF PUBLICATION:

MAY 04 2018

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.