



CSC DOS WEB APP

Agency :	CAGAYAN VALLEY MEDICAL CENTER Region II
Place of Assignment :	HOSPITAL OPERATIONS AND PATIENT SUPPORT SERVICE
Position Title :	ADMINISTRATIVE AIDE IV (DRIVER II)
Plantilla Number :	OSEC-DOHB-ADA4-120001-2022
Salary/Job/Pay Grade :	4
Monthly Salary :	Php 14993
Eligibility :	Driver License (MC 10 s. 2013 - Cat. IV)
Education :	Elementary School Graduate
Training :	None required
Work Experience :	None required
Competency :	Driving and Transportation Proficiency, Energy to Work, Facility and Equipment Maintenance, Managing Work, Occupational Safety and Health Knowledge, Providing Support and Services

Instruction/Remarks :

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 September 15, 2022.

Documents:

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;
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 or send through courier/email their application to:

GLENN MATHEW G. BAGGAO, MD, MHA, MSN, FPSMS, FPCHA

Medical Center Chief II

CAGAYAN VALLEY MEDICAL CENTER

#02 Dalan Na Pagayaya, Regional Government Center, Carig Sur, Tuguegarao City

cvmcr2hrms.rsp@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date : 2022-09-02

Closing Date : 2022-09-15