



CSC DOS WEB APP

Agency :	DEPARTMENT OF HEALTH Region II
Place of Assignment :	Northwestern Cagayan General Hospital
Position Title :	Administrative Officer V (Human Resource Management Officer III)
Plantilla Number :	ADOF5-120002-2024
Salary/Job/Pay Grade :	18
Monthly Salary :	Php 46725
Eligibility :	Career Service (Professional)/ Second Level Eligibility
Education :	Bachelor's degree
Training :	8 hours of relevant training
Work Experience :	2 years of relevant experience
Competency :	Core Competencies: Exemplifying Integrity, Professionalism and Service Excellence Organizational Competencies: Effective Communication Skills, Effective Interpersonal Skills, Organizational Awareness Technical Competencies: Achieving High Standards, Benefits, Compensation and Welfare Management, Learning and Development, Manpower Acquisition and Development, Performance Management Standards, Records Management

Instruction/Remarks :

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and upload to the link provided below not later than October 21, 2024.

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 last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Photocopy of Certificate of Training

QUALIFIED APPLICANTS are advised to upload their application documents thru this link: <https://forms.gle/BVFFMzxb1C3h8Qpj6>

AMELITA M. PANGILINAN, MD, MPH, CESO III

Regional Director

Maharlika Highway, Carig Norte, Tuguegarao City

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date : 2024-10-09

Closing Date : 2024-10-21