

**PHILIPPINE HEART CENTER
NOTICE OF VACANCY**

Date of Posting : November 10, 2021

No.	Position Title	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Medical Specialist IV	MS51, MS58, MS64, MS105, MS117, MS174, MS280, MS377, MS401, MS458, MS473, MS496, MS510	25	FULLTIME-PHP 98,886 PART-TIME-PHP 49,443	Master's degree or Certificate in Leadership and Management from CSC	40 hours of supervisory/management learning and development intervention undertaken within the last 5 years	4 years of supervisory/management experience	RA 1080	not applicable	Medical Services
2	Medical Specialist III	MS52, MS53, MS66, MS107, MS369, MS402, MS474, MS492	24	FULLTIME-PHP 86,742 PART-TIME-PHP 43,371	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	not applicable	Medical Services
3	Medical Specialist II	MS54, MS61, MS67, MS119, MS120, MS121, MS281, MS316, MS317, MS379, MS403, MS404, MS501, MS506, MS507, MS512, MS513, MS518, MS519	23	FULLTIME-PHP 76,907 PART-TIME-PHP 38,453.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	Medical Services
4	Medical Specialist I	MS191, MS476, MS477, MS493, MS497, MS508, MS521	22	FULLTIME-PHP 68,415 PART-TIME-PHP 34,207.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	Medical Services
5	Medical Technologist III	MS210, MS211, MS212, MS213, MS214, MS215	18	PHP 43,681.00	Bachelor's degree in Medical Technology or Public Health	8 hours of relevant training	2 years of relevant experience	RA 1080	not applicable	Laboratory Medicine Division

6	Medical Technologist III	MS218	18	PHP 43,681.00	Bachelor's degree in Medical Technology or Public Health	8 hours of relevant training	2 years of relevant experience	RA 1080	not applicable	Out-Patient Division
7	Medical Technologist II	MS75, MS386, MS387, MS389, MS390, MS413, MS419, MS523	15	PHP 33,575.00	BS in Medical Technology or Public Health	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	Medical Services
8	Physical Therapist II	MS285, MS286, MS290, MS292	15	PHP 33,575.00	Bachelor's degree in Physical Therapy	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	Physical Medicine and Rehabilitation Division
9	Radiologic Technologist II	MS147	15	PHP 33,575.00	Bachelor of Science in Radiologic Technology	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	Radiological Sciences Division
10	Administrative Officer IV	HS2293	15	PHP 33,575.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CS Professional/ Second Eligibility	not applicable	Patient Services Division
11	Human Resource Management Officer I	HS2145	11	PHP 23,877.00	Bachelor's degree relevant to the job	none required	none required	CS Professional/ Second Eligibility	not applicable	Human Resource Management Division
12	Medical Technologist I	MS81, MS85, MS88, MS89, MS93, MS97, MS98, MS240, MS245, MS429, MS430, MS433, MS435, MS483	11	PHP 23,877.00	BS in Medical Technology or Public Health	none required	none required	RA 1080	not applicable	Medical Services
13	Physical Therapist I	MS297	11	PHP 23,877.00	Bachelor's degree in Physical Therapy	none required	none required	RA 1080	not applicable	Physical Medicine and Rehabilitation Division

14	Respiratory Therapist I	MS332, MS340, MS347	10	PHP 21,205.00	Bachelor's degree in Respiratory Therapy	none required	none required	RA 10024	not applicable	Pulmonary Medicine Division
15	Administrative Assistant I	MS490	7	PHP 17,179.00	Completion of two years studies in college	none required	none required	CS Subprofessional/ First level eligibility	not applicable	Pediatric Cardiology Department
16	Physical Therapy Technician I	MS302	6	PHP 16,200.00	Completion of two years studies in college	none required	none required	CS Subprofessional/ First level eligibility	not applicable	Physical Medicine and Rehabilitation Division
17	Cook II	HS2350	6	PHP 15,275.00	Elementary School Graduate	none required	none required	none required (MC11, s. 96 Cat. III)	not applicable	Nutrition & Dietetics Division
18	Nutritionist-Dietitian I	HS2331	11	PHP 23,877.00	Bachelor's Degree major in Nutrition Dietetics or Community	none required	none required	RA 1080	not applicable	Nutrition & Dietetics Division
19	Human Resource Management Officer IV	HS2133	22	PHP 68,415.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	CS Professional/ Second Eligibility	not applicable	Human Resource Management Division
20	Administrative Assistant I	EO18	7	PHP 17,179.00	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	none required	none required	CS Subprofessional/ First level eligibility	not applicable	Management Services Department
21	Clerk III	ES1779, ES1780	6	PHP 16,200.00	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	CS Subprofessional/ First level eligibility	not applicable	Education, Training & Research Services (ETRS)

22	Medical Specialist III	ES1738	24	FULLTIME-PHP 86,742 PART-TIME-PHP 43,371	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	not applicable	ETRS
23	Medical Specialist II	ES1739	23	FULLTIME-PHP 86,742 PART-TIME-PHP 43,371	Doctor of Medicine	8 hours of relevant training	2 years of relevant experience	RA 1080	not applicable	ETRS
24	Medical Specialist I	ES1786	22	FULLTIME-PHP 68,415 PART-TIME-PHP 34,207.50	Doctor of Medicine	4 hours of relevant training	1 year of relevant experience	RA 1080	not applicable	ETRS

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 November 22, 2021.

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 Authenticated 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:

JEAN A. WONG, MMPA

Acting Chief, Human Resource Management Division
8th Flr. Medical Arts Bldg. Philippine Heart Center, East Ave., Quezon City
phccareers1@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.