

Republic of the Philippines
PHILIPPINE HEART CENTER
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Philippine Heart Center in the CSC website:

JEAN A. WONG

Acting Chief, HRMD

Date: January 21, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Internal Auditor V	EO4	24	85,074	Master's Degree or Certificate in Leadership and Management from CSC	40 hours of supervisory / management learning and development intervention	4 years of supervisory / management experience	CS Professional / 2nd level	N/A	Internal Audit Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the email address below not later than February 05, 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 send through email their application to:

JEAN A. WONG
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.