

PHILIPPINE HEART CENTER
Publication of Vacant Positions
In compliance to RA 7041

Date of posting: March 03, 2020

No.	Position Title (Parentetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Internal Auditor V	EO4	24	85,074.00	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	CS Professional/ 2nd level	n/a	Internal Audit Division
2	Medico Legal Officer IV	EO9	25	48492.5 (Part-time)	Doctor of Medicine	8 hours relevant	2 years relevant	RA1080	n/a	Office of the Executive Director
3	Administrative Assistant II	EO14	8	17,505.00	Completion of two (2) years in college	None Required	None Required	CS Subprofessional / 1st Level	n/a	Office of the Executive Director
4	Administrative Assistant I	EO18	7	16,458.00	Completion of two (2) years in college	None Required	None Required	CS Subprofessional / 1st Level	n/a	Management Services Department
5	Information Technology Officer III	EO19	24	85,074.00	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 in position/s involving management and supervision	CS Professional/2nd level	n/a	Management Information Systems Department
6	Computer Programmer II	EO23	15	32,053.00	Bachelor's Degree relevant to the job	4 hours relevant training	1 year relevant experience	CS Professional/2nd level	n/a	Management Information Systems Department
7	Information Analyst I	EO26	12	24,495.00	Bachelor's Degree relevant to the job	None Required	None Required	CS Professional/2nd level	n/a	Management Information Systems Department
8	Computer Maintenance Technologist I	EO29	11	22,316.00	Bachelor's Degree relevant to the job	None Required	None Required	CS Professional/2nd level	n/a	Management Information Systems Department
9	Data Controller II	EO31	8	17,505.00	Completion of two (2) years in college or High School graduate with relevant vocational/trade course	4 hours relevant training	1 year relevant experience	CS Subprofessional Data Encoder (MC 11,s. 96 - Cat. I) / 1st Level	n/a	Management Information Systems Department

10	Clerk III	EO33, EO34	6	15,524.00	Completion of two (2) years in college	None Required	None Required	CS Subprofessional / 1st Level	n/a	Managment Information Systems Department
11	Photographer IV	EO40	12	24,495.00	Highschool graduate or Completion of relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Photographer (MC 11, s.96 - Cat. II)	n/a	Corporate Planning Division

Interested applicants should may send their application to hrd@phc.gov.ph. Applications areaccepted only within ten (10) days from posting.