

# VACANCY ANNOUNCEMENT

<b>BUREAU/SERVICE:</b>	Department of Education – Region IX
<b>DIVISION/UNIT:</b>	Division of Zamboanga Sibugay – SCHOOL GOVERNANCE OPERATIONS DIVISION (SGOD)

## POSITION PROFILE

<b>POSITION: MEDICAL OFFICER III</b>	<b>Salary Grade: 21</b> <b>Monthly Salary: ₱63,997.00</b>
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<b>Item No.:</b> MDOF3-570005-2017	<b>Other Incentives/Bonuses:</b> <ul style="list-style-type: none"> <li>Monthly Economic Relief Allowance</li> <li>Mid-year bonus</li> <li>Productivity Enhancement Incentive</li> <li>Clothing Allowance</li> <li>Cash Gift</li> <li>Year-end bonus</li> </ul>
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## JOB DESCRIPTION

To promote, protect and maintain the physical and mental well-being and readiness of learners to learn, by planning, formulating strategies for health and nutrition programs, to provide supervisory function to health personnel in the conduct and monitoring of Health and Nutrition Program Services and establishment of viable and sustainable linkages with educational partners and stakeholders.

## QUALIFICATIONS

Education	Doctor of Medicine (preferably with MA in Public Health, Public Administration, Management, Health Education or relevant field)
Experience	At least 1 year of relevant experience in the practice of Medicine
Training	4 hours of relevant training
Eligibility	RA 1080 (Physician's Licensure Exam)

### APPLICATION PROCEDURE

1. **Submit** the following documentary requirements to the Personnel Section through the Records Section or send all their scanned pertinent documents through [personnel.zambosibugay@deped.gov.ph](mailto:personnel.zambosibugay@deped.gov.ph) on or before July 21, 2023 (Friday):
  - a. Letter of Intent (addressed to **Virgilio P. Batan, Jr., CESO VI**, Schools Division Superintendent).  
**Kindly include the position with the corresponding school/office, you are applying for.**
  - b. Duly accomplished Personal Data Sheet (CSC Form 212 Revised 2017) and Work Experience Sheet. You may download these forms at <http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
  - c. One (1) Copy of Eligibility (for CSC Sub-professional, Professional, and other related eligibility)  
**or Copy of PRC License with Documentary Stamp (for relevant position/s).**
  - d. Photocopy of the **latest** Transcript of Records
  - e. Photocopy of the **3 Performance ratings** for the **last 3 rating periods**
  - f. Certificates of **relevant trainings** and **seminars** attended,
  - g. Certificates of outstanding accomplishments (**Outstanding Employee Award, Innovations, Research and Development Projects, Publications/Authorship, and Consultant/Resource Speaker**).

**NOTE: INCOMPLETE AND LATE SUBMISSION OF DOCUMENTS WILL NOT BE GIVEN FAVORABLE ACTION**

The Department of Education-Zamboanga Sibugay adheres to the existing general policy of no discrimination based on gender, civil status, disability, religion, ethnicity or political affiliation.

*\* Image files will NOT be accepted by the form. Please convert your files to PDF format before you proceed.*

*\*\* If the link does not redirect you to the online application form, please type the address manually.*