

Republic of the Philippines
NATIONAL KIDNEY AND TRANSPLANT INSTITUTE
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 NATIONAL KIDNEY AND TRANSPLANT INSTITUTE in the CSC website:

ATTY. JING-JING S. ROMERO

HRMO

Date:

4 August, 2021

No.	Position Title (Parenthetical 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	ADMINISTRATIVE ASSISTANT II	202	8	₱18,251.00	Completion of Two years studies in college	4 hrs relevant training	1 year of relevant experience	CS Sub-Professional / 1st level Eligibility	N/A	Office of Executive Director, DED for Hospital Support Services, Nursing Services, Medical Services, Educ. Training & Research Servcs.
2	CLERK III	237-4, 278-3, 297-4	6	₱16,200.00	Completion of Two years studies in college	None required	None required	CS Sub-Professional / 1st level Eligibility	N /A	Office of Executive Director, DED for Hospital Support Services, Nursing Services, Medical Services, Educ. Training & Research Servcs.
3	MEDICAL SERVICES TECHNICIAN III	220-7, 220-12	11	₱23,877.00	Completion of two years college studies relevant to the job or undergone a relevant post secondary or required training	8hrs relevant training	Two (2) years relevant experience in operation / repair/maintenance of medical equipment or other related work	MC 11, s. 1996 Cath II	N /A	Office of the DED for Medical Services
4	MEDICAL TECHNOLOGIST I	129-7, 129-6, 117-7, 129-1	11	₱23,877.00	Bachelor's Degree in Medical Technology	None Required	None Required	RA 1080	N /A	Office of the DED for Medical Services
5	NURSE I	216-138, 206-17, 216-63, 216-61, 216-53, 216-47, 206-25, 216-6, 206-28, 216-4, 216-28, 206-163, 216-71	15	₱33,575.00	Bachelor's Degree in Nursing	None Required	None Required	RA 1080	N /A	Office of the Deputy Executive Director for Nursing Services
6	NURSE II	205-6, 205-4, 215-2, 205-7	17	₱39,986.00	Bachelor's Degree in Nursing	4 hrs relevant training	1 year relevant experience	RA 1080	N /A	Office of the Deputy Executive Director for Nursing Services
7	NURSING ATTENDANT II	225-24	6	₱16,200.00	Elementary School Graduate	None required	None required	None Required	N/A	Office of the Deputy Executive Director for Nursing Services
8	PHYSICAL THERAPIST I	88-8	11	₱23,877.00	Bachelor's Degree in Physical Therapy	None required	None required	RA 1080	N/A	Office of the DED for Medical Services

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 15 August, 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 last rating period** (if applicable);
3. Photocopy of 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:

Atty. JING-JING S. ROMERO

IChief, Human Resource Management Division

East Avenue, Quezon City

recruitmenthrmd.nkti@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.