

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:

October 15, 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 I	17, 158	7	₱17,179.00	Completion of Two years studies in college	None required	None required	CS Sub-Professional / 1st level Eligibility	N/A	Medical
2	ATTORNEY III	9	21	₱60,901.00	Bachelor of Law	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	Exec. Dir.
3	CLERK III	159-4, 330-1, 2, 288-18, 10	6	₱16,200.00	Completion of Two years studies in college	None required	None required	CS Sub-Professional / 1st level Eligibility	N /A	HSS, MS
4	MEDICAL SERVICES TECHNICIAN I	91-2	6	₱16,200.00	Completion of 2 years studies in college	None required	None required	MC 11, s. 1996 Cath II	N/A	Medical
5	MEDICAL SPECIALIST I	164	22	₱68,415.00	Doctor of Medicine	4 hrs relevant training	1 year of relevant experience	RA 1080	N /A	Medical
6	MEDICAL SPECIALIST II	64-2	23	₱76,907.00	Doctor of Medicine	4 hrs relevant training	1 year of relevant experience	RA 1080	N /A	Medical
7	MEDICAL TECHNOLOGIST I	139-4,	11	₱23,877.00	Bachelor's Degree in Medical Technology	None Required	None Required	RA 1080	N /A	Medical
8	MEDICAL TECHNOLOGIST II	116-3	15	₱33,575.00	Bachelor's Degree in Medical Technology	4 HRs relevant training	1 year relevant experience	RA 1080	N /A	Medical
9	NUTRITIONIST-DIETICIAN II	345-1	15	₱33,575.00	Bachelor's Degree major in Nutrition & Dietetics	4 hours of relevant training	1 year of relevant experience	RA 1080	N/A	HSS
10	PHARMACIST II	356-6	15	₱23,877.00	Bachelor's degree in Pharmacy	4 hrs relevant training	1 year of relevant experience	RA 1080	N/A	HSS
11	SUPPLY OFFICER I	336	10	₱21,205.00	Bachelor's degree relevant to the job	None required	None required	CS Professional 2nd level eligibility	N/A/	HSS

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 October 27, 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

Chief, Human Resource Management Division

National Kidney and Transplant Institute, East Avenue, Quezon City

recruitmentnkti@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.