

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:

Sept. 10, 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,	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 I	91-5,7	6	₱16,200.00	Completion of 2 years studies in college	None required	None required	MC 11, s. 1996 Cath II	N/A	Critical and Special care Department
4	MEDICAL TECHNOLOGIST I	117-17	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	MEDICAL TECHNOLOGIST III	115-2	18	₱43,681.00	Bachelor's Degree in Medical Technology or Public Health	8 hrs relevant training	2 years relevant experience	RA 1080	N/A	Office of the DED for Medical Services
6	NURSE V	213	20	₱54,251.00	Bachelor's Degree in Nursing	8 hrs relevant training	2 years relevant experience	RA 1080	N/A	Office of the Deputy Executive Director for Nursing 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 Sept. 23, 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](http://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

East Avenue, Quezon City

[recruitmenthrmd.nkti@gmail.com](mailto:recruitmenthrmd.nkti@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.