

**Position Title** : **Junior Nurse (Female)**  
**Place of Assignment** : PRC-Central Office  
P. Paredes, Nicanor Reyes St. Sampaloc, Manila  
1008 Metro Manila

### Qualifications

- Must be a graduate of Bachelor of Science in Nursing
- Must have at least one (1) year of relevant experience
- Must have at least four (4) hours of relevant training
- RA 1080 eligibility (Registered nurse)
- Computer literate

### Job Description

1. Assist the Medical Officer in the provision of first aid treatment
2. Participate in the dissemination of information on health matters
3. Monitor employees with health concern and conduct online consultation
4. Coordinate with the Medical Officer for the provision of needed health facilities, medicine, and supplies
5. Monitor and evaluate the implementation of health programs and projects
6. Coordinate with the local government, other government agencies, NGOs, and other stakeholders for an effective and integrated health program implementation
7. Prepare program reports/monthly accomplishment
8. Perform other related functions as may be assigned

### Salary

- Equivalent to SG 13 with 20% top-up

### Mode of Employment

- Job Order

**Interested and qualified applicants must submit their Letter of Intent together with the following documents:**

1. **Duly accomplished and NOTARIZED Personal Data Sheet (PDS) with Work Experience Sheet** and 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. Resume
3. Photocopy of Transcript of Records
4. NBI Clearance
5. TIN
6. Photocopy of eligibility/ license

Qualified applicants are advised to email their application not later than **25 August 2022** to:

### **KRISTINE S. LABAO**

Administrative Officer V (HRMO III)  
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