



VACANCIES AS OF
JULY 09, 2024
(CONTRACT OF SERVICE POSITION)



#BawatBuhayMahalagaSaDSWD #MayPusoAtRamdamAngSerbisyo

2 NURSE I

ITEM NUMBER : FONCR-COS-NUR1-000101 / 211179
SALARY GRADE : SG 15 / PHP 36,619.00
VICE : Dagos, Abraham Lyndon D. / Sollesta,
Ma. Bonnie S.
STATUS : Contract of Service
**PLACE OF
ASSIGNMENT** : Crisis Intervention Section

CSC – PRESCRIBED QUALIFICATION STANDARD

EDUCATION : Bachelor’s Degree in Nursing
TRAINING : None Required
EXPERIENCE : None Required
ELIGIBILITY : RA 1080 (Nurse)

PREFERRED QUALIFICATIONS (COMPETENCY-BASED)

EDUCATION : Bachelor’s Degree in Nursing
TRAINING : None Required
EXPERIENCE : None Required
ELIGIBILITY : RA 1080 (Nurse)

JOB SUMMARY

Under the supervision of Section Head. Conduct Intake Interview to clients seeking assistance to CIS through provision of Medical, Burial, Transportation and Educational Assistance. Prepare Social Case Study Report and manage special/intensive cases.

DUTIES AND RESPONSIBILITIES

1. Ensure every patient receives the proper care they need.
2. Promoted well-being by monitoring client's vital signs as needed.
3. Health teaching regarding medical conditions, illnesses and some medications.
4. Assist on medical conditions by providing first aid referring to hospitals as needed.
5. Conduction of patients to hospitals or centers for proper turnover as needed.
6. Attending Social Workers concerns on medical conditions/ diagnosis and prescriptions of clients.
7. Assists in conceptualizing IEC materials to promote various health-based advocacy programs
8. Promotes clients' independence by establishing care goals to understand the condition and medications.
9. Assures quality of nursing care by adhering to therapeutic standards, assessing medical intervention undertaken, making or recommending necessary adjustments; in providing proper medical service to clients.
10. Ensures efficient and coordinated medical services by coordinating and planning clinic activities; communicates clients' needs and makes referrals when necessary.
11. Provide frequent client evaluations including monitoring vital signs and perform essential procedures during emergency situations.
12. The Nurse I can be assigned as one the Team Leader of the Section/ Satellite Offices
13. Performs other related functions

APPLICANTS SHOULD BE GUIDED BY THE FOLLOWING CRITERIA FOR EVALUATION:

EDUCATION (E)	25%
TRAINING (T)	10%
EXPERIENCE (E)	25%
WRITTEN EXAM	
INITIAL QUALIFYING TEST (IQT)	10%
SPECIAL / TECHNICAL EXAM	15%
PANEL INTERVIEW	10%
IPCR OR ANY RELATED PERFORMANCE/REVIEW	5%

INITIAL SHORTLISTING

OBTAINED 45 POINTS OR 75% OF THE MAXIMUM TOTAL SCORE ON ETE.

FINAL SHORTLISTING

CANDIDATES WHO WILL OBTAIN AN OVERALL CUT-OFF SCORE OF AT LEAST 60%

Interested and qualified applicants who met the above minimum qualification standard (CSC-Prescribed) may submit the following documentary requirements to FO - NCR Human Resource Planning and Performance Management Section on or before **July 19, 2024**:

1. Application letter addressed to Regional Director **MICHAEL JOSEPH J. LORICO** (Signifying the Position, Item Number, Status of Employment, and Place of Assignment you are applying for) affixed with your signature;
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture and Work Experience Sheet (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
3. Photocopy of duly signed Individual Performance Contract Rating (IPCR) / Performance Assessment or Review in the last/latest rating period (if applicable) Photocopy of Certificate of Eligibility/ Board of Rating and updated PRC License;
4. Photocopy of Transcript of Records
5. Photocopy of Transcript Diploma;
6. Photocopy of Certificates of relevant Learning and Development/Trainings attended;
7. Photocopy of Certificate/s of previous and present Employment (if applicable);
8. Photocopy of Company/Agency Clearance (latest employer, if applicable); and
9. Photocopy of Appointment and Service Record (if presently or previously employed in any government agency).

NOTES:

1. For online submission of application, please access this link <https://bit.ly/FONCRrecruitmentHub> and submit the scanned PDF copy of your credentials.
2. For multiple applications, please submit separate application requirements for each desired position.
3. For walk-in applicants, please ensure to submit your documents with a clip fastener.
4. Present original or authenticated copies of the above documentary requirements for verification during the filling of application.
5. All interested qualified next-in-rank employees with Permanent status should submit the filled-out "next-in-rank intent to apply form" together with their credentials.
6. Submission of applications **beyond the deadline and with incomplete attachments will not be accepted and shall mean automatic disqualification for the position you are applying for.**

The Agency values inclusivity of age, gender, civil status, disability, religion, ethnicity, social status, class and political affiliation. Thus, the vacant position is open to all qualified individuals and the selection of employees shall be made only according to the principle of merit and fitness.