

NOTICE OF VACANCY (Plantilla Position)

Common Services Laboratory – Physics Laboratory Support Division

Number of Vacancy	Item Number	Position Title	Salary Grade	Basic Monthly Salary	Civil Service Commission (CSC) Minimum Qualification Standard
1	OSEC-DOHB-RT4-9-2000	Radiologic Technologist IV	20	Php 54,251	<b>Education:</b> Bachelor of Science in Radiologic Technology <b>Experience:</b> 3 years of relevant experience as a Radiologic Technologist which shall include 1 year experience in supervising departmental operations <b>Training:</b> 16 hours of relevant training taken within the last five years <b>Eligibility:</b> RA 1080

End User’s Preference:

- Education:

Bachelor’s Degree in Radiologic Technology
- Experience:

Three (3) years of experience as a Radiologic Technologists which shall include at least two (2) years of experience in policies, standards, regulations, guidelines on the use and operation of different radiological equipment
  - Technical knowledge in the conduct of performance testing and quality control of radiological equipment and accessories
  - Ability to participate in the formulation of standards concerning radiology equipment performance and safety
  - Can provide technical/advisory services related to radiation technology work
  - Knowledge in the operation of different radiation detection and measuring instruments
- Training:

Sixteen (16) hours relevant training in radiologic technology work with special modalities undertaken within the last five (5) years
- Eligibility:

RA 1080 (Radiologic Technologists)

**Job Summary:**  
Under general supervision, assist in the conduct on-site visits and quality audit of radiation oncology centers nationwide; assist in the conducts annual performance testing of radiological equipment; participates in the review and development of test protocol for performance testing and in the formulation of policies, guidelines in the safe use and operation of different radiological equipment; review and recommends approval of PLSD policies, systems and procedures and provides technical/advisory services related to radiation technology work.

**Job Description:**

- 1. Conducts performance testing of radiological equipment.
- 2. Conducts lectures on quality control in medical imaging.
- 3. Participates in the review and development of technical bid specifications and test protocol for performance testing of radiological equipment.
- 4. Participates in the formulation of policies, guidelines, and standards in the safe use of radiation.
- 5. Reviews and recommends approval of the PLSD policies, systems and procedures.
- 6. Provides technical/advisory services related to radiation technology work.
- 7. Performs other related functions as may be assigned.

All qualified next-in-rank personnel shall be automatically considered candidates for promotion. For all interested FDA regular employees including the qualified next-in-rank candidates, they are required to submit item numbers 1, 2, 3, 5, 6, and 7 listed hereunder, to the FDA-Human Resource Development Division (HRDD). Failure to do so shall be deemed a waiver of their right to be included as candidates for the positions applied for. Further, please be advised that those employees with at least Very Satisfactory (VS) rating in the last two (2) Performance Rating periods shall be considered for promotion.

Other interested applicants shall submit the following documents to Food and Drug Administration – Human Resource Development Division for initial documentary review and evaluation:


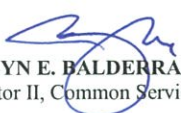

- 1. Application Letter addressed to FDA Director General with the specific position applied for and Item Number;
- 2. Two (2) sets of duly accomplished Personal Data Sheet (CS Form 212) (downloadable at [www.csc.gov.ph](http://www.csc.gov.ph));
- 3. Qualification Profile (Annex 1) in 6 copies (downloadable at [www.fda.gov.ph/about/careers](http://www.fda.gov.ph/about/careers))
- 4. Civil Service (CS) Eligibility/ Board Rating & valid Professional Regulation Commission (PRC) ID;
- 5. Diploma in any relevant Master’s/ Bachelor’s Degree and Transcript of Records;
- 6. Performance Rating for the last two (2) rating periods (for government employees);
- 7. Certificates of trainings attended, if any (in case of managerial/ supervisory trainings for the last 5 years); and
- 8. Latest Appointment and Service Record/Certificate of Employment. (FDA Job Order Personnel need not submit this document)

**Note:**

- 1. Applicants are advised to secure certified true copies/ authenticated copies of documents specified in item numbers 4, 5, and 6 the soonest time, in case of appointment to the position applied for.
- 2. Applicants are limited to apply up to two (2) vacant positions only.

*\*Online submission of applications are now accepted. ([www.fda.gov.ph/about/careers](http://www.fda.gov.ph/about/careers))*

**Date of Posting:** 08 February 2021  
**Deadline of Submission:** 18 February 2021

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