

NOTICE OF VACANCY (Plantilla Position)

Center for Device Regulation, Radiation Health and Research

Number of Vacancy	Item Number	Position Title	Salary Grade	Basic Monthly Salary	Civil Service Commission (CSC) Minimum Qualification Standard
1	OSEC-DOHB-RT5-510071-2015	Radiologic Technologist V	22	Php 68,415	<p><b>Education:</b> Bachelor of Science in Radiologic Technology</p> <p><b>Experience:</b> Four (4) years of experience as a Radiologic Technologist which shall include two (2) years of experience in planning, organizing, directing, coordinating, or supervising various activities in radiologic technology</p> <p><b>Training:</b> Thirty-two (32) hours of training in radiologic technology with special modalities which include sixteen (16) hours management training undertaken within the last five (5) years.</p> <p><b>Eligibility:</b> RA 1080 (Radiologic Technologist)</p>

End User’s Preference:

- Education:

Bachelor of Science in Radiologic Technology
- Experience:

Four (4) years of relevant experience in Radiologic Technology work, in radiation protection, regulations, policy formulation, review/evaluation of Quality Assurance Program and Quality Control Test of radiation devices
- Training:

Thirty-two (32) hours of relevant training in radiologic technology work with special modalities undertaken within the last five (5) years, regulation, policy formulation, inspection/monitoring of radiation facilities, technical review / evaluation of quality assurance manual and test reports
- Eligibility:

RA 1080 (Radiologic Technologist)
- Attitude/Values:

With good moral character, detail - oriented, ability to work with minimal supervision and preferably willing to work on extended hours

**Job Description:**

- 1. Evaluates application for licensing and registration of radiation facilities
- 2. Conducts pre and post licensing inspection/compliance monitoring visits of radiation facilities
- 3. Participates in the development and enforcement of policies, standards, regulations and guidelines on use of ionizing and non-ionizing radiation devices and operation of radiation facilities.
- 4. Provides technical supervision and regulatory oversight to the regional field offices in relation to the licensing and registration of radiation facilities
- 5. Provides technical/advisory service related to radiation technology work.
- 6. Performs other related functions as maybe 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:


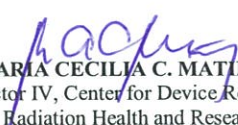
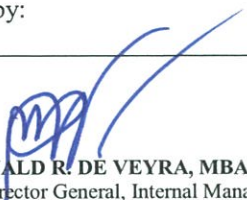
- 1. Application Letter with the specific position applied for addressed to FDA Director General (Please indicate Item Number);
- 2. Two (2) sets of duly accomplished Personal Data Sheet (CS Form 212) (downloadable at [www.csc.gov.ph](http://www.csc.gov.ph));
- 3. Qualification Profile (Annex 1) in 6 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:** 10 May 2021  
**Deadline of Submission:** 20 May 2021

Prepared by:	Noted by:	Approved by:
 JULIE L. ALVARA, RN, MBA CAO, Human Resource Development Division	 MARIA CECILIA C. MATIENZO Director IV, Center for Device Regulation Radiation Health and Research	 ATTY. RONALD R. DE VEYRA, MBA, CESO II Deputy Director General, Internal Management