



The Procurement Service - Department of Budget and Management  
is in need of

**(2) Nurse I**  
**(Salary Grade 15 | Contract of Service)**

**Qualifications:**

<b>Education</b>	<b>BS Nursing Graduate</b>
<b>Experience</b>	<b>1 year relevant</b>
<b>Eligibility</b>	<b>RA 1080 (Registered Nurse)</b>
<b>Training</b>	<b>None required</b>



Place of assignment: PS-Main Paco, Manila

**DEADLINE OF SUBMISSION  
IS ON 31 JANUARY 2023.**

Please refer to the caption in the post for the relevant links to visit.





# **URGENT** **HIRING**

## **(2) Nurse I** **(Salary Grade 15 | Contract of Service)**

### **Duties and Responsibilities:**

- Provide immediate medical assistance in the workplace;
- Administer basic medication to employees;
- Ensure availability of medical supplies and first aid equipment;
- Develop health and safety programs;
- Maintain and update employee health records;
- Coordinate with Health Maintenance Organization (HMO) on claims, benefits, and other concerns;
- Assist in the health and welfare services implemented in the agency; and
- Perform other task as may be assigned.



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**URGENT**  
**HIRING**



**(2) Nurse I**  
**(Salary Grade 15 | Contract of Service)**

**Letter of Intent must be addressed to:**

**MS. SAMANTHA GRACE E. MOSCOSO**  
OIC-Division Chief, Human Resource Development Division



**Place of assignment: PS-Main Paco, Manila**

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