

RSF NO. 090024

RECRUITMENT SPECIFICATION FORM (RSF)

EMPLOYER : **MINISTRY OF HEALTH – HOSPITAL OPERATION PROGRAMME**

WORKSITE : **KSA**

CLASSIFICATION: **GOVERNMENT**

The **MINISTRY OF HEALTH – HOSPITAL OPERATION PROGRAMME, KING FAHAD MEDICAL CITY**, is in urgent need of qualified applicants for the position/s of:

150 FEMALE NURSES (HEAD NURSE, CHARGE NURSE, STAFF NURSE 1 & 2)

- BSN Graduate; Licensed; with 9 years work experience for Head Nurse; 7 years for Charge Nurse; 5 years for Staff Nurse 1 and 3 years for Staff Nurse 2. Not more than 45 years of age.

60 RESPIRATORY TECHNICIANS I, II and RESPIRATORY ASST.

- BS Graduate or 2 years certificate in Respiratory Therapy
- 2 – 8 years of work experience preferably in critical care
- Licensed (Male and Female), not more than 50 years of age

30 FEMALE MEDICAL SECRETARIES

- BS in Secretarial course or Administration field
- 4 years work experience (3 years in medical institution)
- 25 – 35 years of age
- Knowledge in Microsoft office applications
- Typing skills of 40 w/m and fluency in English language

Benefits: 35 days annual paid vacation
Free round trip economy ticket
With housing and transportation allowance equivalent to 2 months salary
Yearly renewal of contract

Date of interview: June 8 – 11, 2009

QUALIFIED APPLICANTS may personally submit a detailed resume with job description, school credentials, employment certificates, passport copy and two (2) pieces 2X2 recent picture at the Manpower Registry Division, Window I, Ground Floor, Blas F. Ople Building (Formerly POEA Bldg.), Ortigas Avenue corner EDSA, Mandaluyong City or **REGISTER ONLINE** at www.poea.gov.ph or www.eregister.poea.gov.ph

Present original documents, if submitting requirements personally. Those who will register online will be asked to present original documents for authentication of written information before forwarding the resume to the employer.