

Department of Labor and Employment
Philippine Overseas Employment Administration
Government Placement Branch

RSF NO. **210009-A**

RECRUITMENT SPECIFICATION FORM (RSF)

EMPLOYER : **MINISTRY OF EDUCATION (MOE)**
WORKSITE : **Kingdom of SAUDI ARABIA**
CLASSIFICATION : **Government**

The **MINISTRY OF EDUCATION (MOE) / PRINCE SATTAM BIN ABDULAZIZ UNIVERSITY** is in urgent need of qualified applicants for the following position/s:

No.	POSITION	NEEDED	SEX		QUALIFICATION
			M	F	
1	Nurse Supervisor	4	1	3	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing At least 8 years of experience
2	Quality Nurse	4	-	4	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing at least 2 years of experience in Hospital Quality Preferably with training or certificate as quality nurse
3	Infection Control Nurse	5	-	5	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing at least 2 years of experience in Infection Control Preferably with training or certificate in Infection Control
4	Staff Nurse – Surgery/ OR	10	1	9	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing At least 3 years of related experience
5	Staff Nurse – Urology/ ESWL/ Lithotripsy	4	-	4	
6	Staff Nurse – Endoscopy	6	-	6	
7	Staff Nurse – ER	10	2	8	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing At least 2 years of related experience
8	Staff Nurse – Medical/ Surgical	8	-	8	
9	Staff Nurse – OPD (General/ Orthopaedics/ Neurology/ ENT/ Dermatology/ Ophthalmology/ Phlebotomy/ Paediatrics/ OB-Gynaecology)	29	-	29	<ul style="list-style-type: none"> Must have Bachelor Degree in Nursing At least 1 year of related experience
10	Histopathology Specialist	3	2	1	<ul style="list-style-type: none"> Must have Bachelor Degree in Medical Technology At least 2 years of related experience
11	Lithotripsy Technologist	3	2	1	<ul style="list-style-type: none"> Must have Bachelor Degree in Radiology Technology At least 2 years of related experience

					<ul style="list-style-type: none"> • Preferably with training and certificate in Lithotripsy
12	Ultrasound Technician	4	-	4	<ul style="list-style-type: none"> • Must have Bachelor Degree in radiology Technology • At least 3 years of related experience
13	Respiratory Therapist	3	2	1	<ul style="list-style-type: none"> • Must have Bachelor Degree in Respiratory Therapy • At least 2 year of related experience
14	EMG/ EEG Technician (Neurophysiology Nurse)	5	2	3	<ul style="list-style-type: none"> • Must have Bachelor Degree in Nursing • At least 1 year of related experience
15	ECG Technician / ECHO (CardioPhysiology Nurse)	5	1	4	<ul style="list-style-type: none"> • Must have Bachelor Degree in Nursing • At least 1 year of related experience
16	CSSD Technician (Sterilization nurse)	3	2	1	<ul style="list-style-type: none"> • Must have Bachelor Degree in Nursing • At least 1 years of related experience
17	Midwife	3	-	3	<ul style="list-style-type: none"> • Must have BACHELOR DEGREE IN MIDWIFERY • At least 2 years of related experience

GENERAL QUALIFICATIONS:

- With board/PRC license

BENEFITS:

- Starting Basic Salary : SR 3,825
- Every year of experience : SR 255
- Yearly contract
- 36 days annual vacation with free roundtrip economy class ticket after each contract
- Accommodation and transportation are provided
- Food allowance: as per regulation

Tentative Schedule of Interview: Second week of December 2021

Qualified Applicants should register online at www.poea.gov.ph or <http://onlineservices.poea.gov.ph/OnlineServices/POEAOnline.aspx> and submit the following documents at the Manpower Registry Division, Ground Floor, Blas F. Ople Bldg. (formerly POEA Bldg.), Ortigas Avenue corner EDSA, Mandaluyong City (fastened in a folder and properly labeled with RSF No.210009, Applicant's Name, Position Applied For, Country of Destination, PEOS Online Number and E-Registration Number**) during their respective schedule of appointment.**

Application sent thru courier is not acceptable. Applicants should submit documents personally to verify authenticity of documents.

Appointment date will be generated after successful registration, venue of which at your preferred POEA office near you.

Documentary Requirements:

- Cover letter and curriculum vitae with colored passport size picture
- Nursing/Midwifery/Respiratory Therapy/Radiology Technology/Medical Technology Diploma (copy)
- Board Certificate and copy of license from the Professional Regulation Commission (PRC)
- Certificates of employment in related field (previous and current) (copy)
- Valid Passport copy
- Two (2) pieces 2x2 recent picture
- Certificate of POEA online PEOS (log on to www.peos.poea.gov.ph)
- Printed copy of Worker's Information Sheet/E-Registration (log-in at <https://eservices.poea.gov.ph>)

Original documents to be presented on appointment date

Applicants are required to present their original documents for authentication of written information before forwarding the résumé to the employer.

Deadline for submission of applications:

- Applicants from the POEA Regional Offices – December 6, 2021
- Applicants from the Central Office (POEA - Ortigas) – December 9, 2021

Date: November 9, 2021

Distribution List:

Office of the Administrator
DA, Welfare and Employment
CSD
GPB
MRD

RDD
ROCO
WEO
PESO