



EASTERN VISAYAS REGIONAL MEDICAL CENTER

CITIZEN'S CHARTER

HUMAN RESOURCE MANAGEMENT SECTION

PAMAAGI	MGA BUBUHATON	KAIHAON	DOKUMENTO O REKORD NGA GAGAMITON	RESPONSABLE NGA HOSPITAL PERSONNEL
RECRUITMENT AND SELECTION				
STEP 1	Paghatag han mga papeles pag-aplay ha Opisina han Medical Center Chief.	3 ka minuto	✓ Application Letter, Resume, Credentials	MCC Staff
STEP 2	Paghulat hin tawag/pagpahibaro para han pagkuha hin Qualifying Exam/Pre-Residency para han mga aplikante nga Medical Officer III.	Depende han bakante nga posisyon / item	N / A	RSP Staff
STEP 3	A. Pagkuha hin Qualifying Exam. B. Pre-Residency para han Medical Officer III nga aplikante.	2 - 4 ka oras 2 ka semana - 1 ka bulan (depende han departamento)	✓ Test papers ✓ Attendance Sheets ✓ Approved Application Letter ✓ Result of evaluation from the Dept. Chair	- HR Staff - HRMPSB - Department concerned
STEP 4	Paghulat hin tawag para han HRMPSB Interview.	Depende han approved schedule	N / A	- HRMPSB - RSP Staff
STEP 5	HRMPSB Interview.	10 - 30 ka minuto	✓ Attendance Sheet ✓ Interview Sheet ✓ Minutes of Meeting	- HRMPSB - RSP Staff
STEP 6	Paghulat han resulta.	Upon approval of the HRMPSB Comparative Assessment Report and Resolution	✓ Comparative Assessment Report and HRMPSB Resolution nga may pinal na desisyon.	- Appointing Authority - HRMPSB - RSP Staff