

WE ARE HIRING — EMERGENCY RESPONDER

DEADLINE : 26 NOVEMBER 2025

HRD-NOV-2025-190

Job Level 9, PhP 833.04/day
Fixed-term Employment

Qualification Standards

Education: Graduate of 4 year course
(preferably health related course)

Experience: With experience as EMS volunteer
is an advantage

Training: First aid, Basic Life Support, OSH
Training is an advantage

Other Requirements: Operation of basic
medical kits/ equipment

Qualified applicants are requested to
PERSONALLY SUBMIT the following to the
HRD on or before 26 NOVEMBER 2025:

1.Application letter

Addressed to the: President and CEO Manjit T.
Singh Reandi

2.Barangay Certification (Residency and
complaints, its nature, and status, if any

3. Diploma

4. NBI Clearance

5. Notarized Personal Data Sheet (PDS) with at
least three (3) character reference with email
addresses and contact numbers. PRINTED
BACK-TO-BACK and DO NOT LEAVE BLANK
SPACES. Write N/A if not applicable

6.Transcript of Records)

7.Copies of Training Certificates (2024 – 2020)

**LATE AND INCOMPLETE APPLICATIONS
SHALL NOT BE ENTERTAINED**

General Duties and Responsibilities

- 1.Respond quickly to emergencies, including natural disasters, accidents, and health crises.
- 2.Maintain an inventory of emergency equipment, tools and supplies and ensure readiness for deployment.
- 3.Provide first aid and basic life support to affected individuals until more comprehensive medical assistance can arrive.
- 4.Conduct search and rescue operations as needed to save lives and provide medical assistance.
- 5.Conduct preventive maintenance care of the mounted equipment;
- 6.Monitor content of medical kit and request and store medical supplies;
- 7.Maintain the cleanliness of the clinic;
- 8.Participate in the recurring training program and in safety and health inspection program;
- 9.Document actions taken during the emergency response and prepare reports for review and accountability.
- 10.Perform other related duties as may be assigned from time to time.