***CAPITULO III***

***PLAZAS VACANTES PARA PROCESO DE CONVOCATORIA -2017***

|  |  |  |  |  |  |  |  |
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| **PROFESIONALES, TÉCNICOS Y ADMINISTRATIVOS PARA LA**  **RED DE SALUD HUAYTARA** | | | | | | | |
| **PROCESO CAS N° 002 -2017/GOB.REG.HVCA/GSR-H-UORSH-CAS** | | | | | | | |
| **N°**  **PLAZA** | **CODIGO DE PLAZA** | **DESCRIPCION** | **AREA LABORAL** | **CANT** | **MENSUAL**  **S/.** | **FFTO.** | **PLAZO DEL CONTRATO** |
| 1 | **MED-01** | **MEDICO CIRUJANO** | C.S. PILPICHACA | **2** | **5,300.00** | **RO** | **16/05/2017-31/07/2017** |
| 2 | C.S CORDOVA | **2** | **5,000.00** | **RO** | **16/05/2017-31/07/2017** |
| 3 | C.S. SANTIAGO DE CHOCORVOS | **2** | **5,000.00** | **RO** | **16/05/2017-31/07/2017** |
| 4 | **MED-02** | **MEDICO PARA AISPED** | AISPED LLILLINTA | **1** | **6,000.00** | **RO** | **16/05/2017-31/07/2017** |
| 5 | **LIC-ENF-03** | **LICENCIADO(A) EN ENFERMERIA**  **LICENCIADO(A) EN ENFERMERIA** | C.S. PILPICHACA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 6 | C.S. SANTA ROSA DE TAMBO | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 7 | P.S. QUISHUARPAMPA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 8 | P.S. PALMACANCHA | **1** | **2,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 9 | P.S. SAN FRANCISCO DE SANGAYAICO | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 10 | P.S. INGAHUASI | **1** | **2,500.00** | **RO** | **16/05/2017-31/07/2017** |
|  |  |  |  |  |  |
| 11 | P.S. PICHCCAHUASI | **1** | **2,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 12 | P.S. LLILLINTA | **1** | **2,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 13 | P.S. PELAPATA | **1** | **2,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 14 | **LIC-ENF-04** | **ENFERMERA** | RED DE SALUD HUAYTARA | **2** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 15 | **OBST-05** | **OBSTETRAS** | P.S. QUISHUARPAMPA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 16 | P.S. PACOMARCA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 17 | P.S. SANTO DOMINGO DE CAPILLAS SUR | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 18 | P.S. LARAMARCA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 19 | **OBST-06** | **OBSTETRA** | RED DE SALUD HUAYTARA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 20 | **BIO-07** | **BIOLOGO** | C.S. CORDOVA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 21 | C.S. QUERCO | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| **PSIC-08** | **PSICOLOGO** |  |
| 22 | C.S. PILPICHACA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 23 | C.S. QUERCO | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 24 | **QUIM-FAR-09** | **QUIMICO FARMACEUTICO** | RED DE SALUD HUAYTARA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 25 | **TEC-ENF-10** | **TECNICO EN ENFERMERIA** | P.S. SAN FELIPE (PUESTO SATELITE VIZCAPALCA) | **1** | **1,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 26 | P.S. SAN ANTONIO CUSICANCHA (PUESTO SATELITE PAMPAPUQUIO) | **1** | **1,500.00** | **RO** | **16/05/2017-31/07/2017** |
| 27 | **OPE-PAD-11** | **OPERADOR PAD** | C.S. HUAYTARA | **1** | **1,500.00** | **RO SIS** | **16/05/2017-31/07/2017** |
| 28 | **OPE-PAD-12** | **OPERADOR PAD** | RED DE SALUD HUAYTARA | **1** | **1,500.00** | **RO SIS** | **16/05/2017-31/07/2017** |
| 29 | **PIL-AMB-13** | **PILOTO DE AMBULANCIA** | C.S. SANTIAGO DE CHOCORVOS | **1** | **1,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 30 | P.S. LLILLINTA | **1** | **1,300.00** | **RO** | **16/05/2017-31/07/2017** |
| 31 | **C.S. QUERCO** | **1** | **1,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 32 | **P.S. CARHUANCHO** | **1** | **1,200.00** | **RO** | **16/05/2017-31/07/2017** |
| 33 | **ESP-ADM-14** | **ESPECIALISTA ADMINISTRATIVO I** | RED DE SALUD HUAYTARA | **1** | **2,200.00** | **RO** | **16/05/2017-31/07/2017** |

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| **PERFIL DEL PUESTO** | | **PIL-AMB-13** |
|  | | |
| **IDENTIFICACIÓN DEL PUESTO** | | |
|  | | |
| **Unidad Orgánica:** | Gerencia Sub Regional Huaytara | |
| **Denominación:** | Piloto de Ambulancia | |
| **Nombre del puesto:** | Piloto de Ambulancia | |
| **Dependencia jerárquica lineal:** | Unidad Operativa Red de Salud Huaytara – Puesto de Salud | |
| **Dependencia jerárquica funcional:** | Gerencia Sub Regional Huaytara | |
| **Puestos que supervisa:** | --- | |

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| **MISIÓN DEL PUESTO** |
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| Garantizar el traslado de pacientes en situación de emergencia de los EE.SS. velar por la operatividad técnica de las unidades móviles y ambulancia de los Puesto de Salud |

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| **FUNCIONES DEL PUESTO** | |
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| 1 | Transportar al paciente en la ambulancia destinado por el establecimiento de salud. |
| 2 | Cumplir con las indicaciones del responsable de la Unidad móvil, mostrando disciplina, disponibilidad y eficiencia en su desempeño. |
| 3 | Conducir con eficiencia la unidad móvil, respetando las reglas de tránsito. |
| 4 | Cumplir en el Horario establecido y permanecer en su puesto hasta ser relevado. |
| 5 | Mantener en perfecto estado, orden y limpieza la ambulancia asignada por el establecimiento de salud. |
| 6 | Velar por el buen uso de acuerdo a las normas y mantenimiento que se le debe hacer a la ambulancia asignado por el establecimiento de salud; cambio de aceite, revisión de líquidos, frenos, motor, etc. |
| 7 | Describir en el recibo de gasolina, el kilometraje con el cual cuenta la ambulancia asignado por el establecimiento de salud, en el momento de llenar el tanque. |
| 8 | Informar de manera inmediata al jefe inmediato, cualquier irregularidad, percance, o inconveniente que se presente dentro del desarrollo de sus actividades, tanto de manera personal como con la ambulancia asignado por el establecimiento de salud. |
| 9 | Llevar un registro detallado del combustible utilizado, el kilometraje y medir los niveles de f luidos (Agua Combustible, líquido de freno y otros) al recibir su turno y verificar la presión del aire de las llantas al iniciar sus labores. |
| 10 | Informar por escrito en el momento del relevo (BITACORA), sobre todo desperfecto, daño o pérdida que sufra la unidad a la cual está asignado. |
| 11 | Asistencia obligatoria a todas las actividades de coordinación y capacitación convocadas por el personal de salud. |
| 12 | Disponibilidad inmediata ante cualquier ocurrencia de emergencia masiva y desastres. |
| 13 | Coordinar y mantener informado al jefe inmediato sobre las actividades y ocurrencias suscitados dentro su turno. |
| 14 | Otras Funciones Asignadas por el Jefe Inmediato Superior |

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| **COORDINACIONES PRINCIPALES** |
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| **Coordinaciones Internas** |
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| Todos los Servicios de Establecimiento de Salud bajo la Jurisdicción. |
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| **Coordinaciones Externas** |
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| Todas las unidades orgánicas. |

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| **FORMACIÓN ACADÉMICA** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| ***a) Formación Académica.*** | | | | | | | | | | |  | ***b) Grado(s)/Situación académica y estudios requeridos para el puesto.*** | | | | | | | | | | | | | | | | | | | | | | |  | | ***c) ¿Se requiere colegiatura?*** | | | | | | | | | | |
|  |  |  |  |  | ***Incompleta*** | | | ***Completa*** | | |  |  |  |  |  |  |  |  | |  | | |  | |  |  |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |
| X | Secundaria | | | | |  |  |  | X |  |  |  | Egresado(a) | | | | Piloto de Ambulancia | | | | | | | | | | | | | | | | | |  | |  | | Sí | |  | |  | |  | | No | |
|  |  | | | | |  |  |  |  |  |  |  |  | | | |  | |  | |  | |  | |  | |  | |  | |
|  | Técnica básica (1 ó 2 años) | | | | |  |  |  |  |  |  |  | Bachiller | | | |  | |  | |  | |  | |  | |  | |  | |
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|  | Técnica superior (3 ó 4 años) | | | | |  |  |  |  |  |  |  | Título /  Licenciatura | | |  |  | |  | |  | |  | |  | |  | |  | |
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|  | Universitario | | | | |  |  |  |  |  |  |  | Maestría | | | |  | | ***¿Requiere habilitación profesional?*** | | | | | | | | | | |
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|  |  | | | | |  |  |  |  |  |  |  |  | Maestría | |  |  |  | |  | | | | | | | | | | | | | | |  | |  | | Sí | |  | |  | |  | | No | |
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|  |  |  |  |  |  |  |  |  |  |  |  |  |  | Egresado | |  | Titulado | | |  | |  | |  | |  | |  | |  | |  | |
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| **CONOCIMIENTOS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **A) Conocimientos técnicos principales requeridos para el puesto *(No requieren documentación sustentatoria).*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Conocimiento de primeros auxilios. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Conocimiento en mecánica automotriz. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Conocimiento en normas de tránsito y transporte de pacientes. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **B) Programas de especialización requeridos y sustentados con documentos.** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nota: Cada curso de especialización deben tener no menos de 24 horas de capacitación y los diplomados no menos de 90 horas. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Indique los cursos y/o programas de especialización requeridos:** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Certificado de Estudios – Secundaria Completa | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Licencia de Conducir Vigente A-II | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Record de conducir | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Acreditar capacitación en primeros auxilios | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Acreditar capacitación en mecánica automotriz | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Acreditar capacitación en cualquier estrategia sanitaria del Ministerio de Salud en los últimos 5 años. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| **C) Conocimientos de ofimática e idiomas** | | | | | | | | | | | | | | | | | |
|  |  |  |  | **Nivel de dominio** | | | |  |  |  |  |  |  | **Nivel de dominio** | | | |
| **OFIMÁTICA** | | | | **No aplica** | **Básico** | **Intermedio** | **Avanzado** |  |  | **IDIOMAS** | | | | **No aplica** | **Básico** | **Intermedio** | **Avanzado** |
| Procesador de textos (Word) | | | |  | X |  |  |  |  | Inglés | | | | X |  |  |  |
| Hojas de cálculo (Excel) | | | |  | X |  |  |  |  | Quechua | | | | X |  |  |  |
| Programa de presentaciones Power Point) | | | |  | X |  |  |  |  | ……….. | | | |  |  |  |  |

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| **EXPERIENCIA** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Experiencia general** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Indique la cantidad total de años de experiencia laboral; ya sea en el sector público o privado | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Experiencia mínima 1 años | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Experiencia específica** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Marque el **nivel mínimo del puesto** que se requiere como experiencia; ya sea en el sector público o privado.  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | Profesional | **X** | Auxiliar o Asistente |  | Analista |  |  | Especialista |  | Supervisor/ Coordinador |  | Jefe de Área o Dpto. |  |  | Gerente o Director | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B) Indique el tiempo de **experiencia requerida para el puesto**; ya sea en el sector público o privado. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Experiencia mínima 1 año | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| C) En base a la experiencia requerida para el puesto **(parte B)**, marque **si es o no** necesario contar con la experiencia en el **Sector Público**. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| X | **Sí,** el puesto requiere contar con experiencia en el sector público. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | **No,** el puesto no requiere contar con experiencia en el sector público | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***\* En caso que sí requiere experiencia en el sector público, indique el tiempo de experiencia en el puesto y/o funciones equivalentes en el puesto.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Experiencia mínima 1 año | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***\* Mencione otros aspectos complementarios sobre el requisito de experiencia; en caso existiera algo adicional para el puesto.*** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **HABILIDADES O COMPETENCIAS** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Compromiso y Responsabilidad en cumplimiento de metas y objetivos | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ética y Valores: Solidaridad y Honradez | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Liderazgo, Proactividad con capacidad para trabajar en equipo | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Predisposición para trabajar en campo | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comunicación efectiva y adecuadas relaciones interpersonales, que promuevan un buen clima laboral | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Adaptación a costumbres e idiosincracia de comunidades rurales y/o grupos étnicos | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |