
NOTICE OF VACANCY

Please be informed that the DSWD – Field Office I is inviting qualified applicants to fill the hereunder vacant **Technical Specialist** and **Contract of Service** positions under Kapit-Bisig Laban sa Kahirapan Comprehensive and Integrated Delivery of Social Services-National Community-Driven Development Program (KALAHI CIDSS–NCDDP), to wit:

1. One (1) Deputy Regional Program Manager (Republication)

Salary Grade: P94,752.00

Area of Assignment: Regional Program Management Office

Minimum Qualification Standards:

Education	:	Master's degree or equivalent in social science, management and related fields.
Training	:	At least 60 hours of relevant training, e.g., community- driven development, management and supervision, leadership, program management, policy development and review, planning, budgeting, monitoring and evaluation.
Experience	:	At least 6 years work experience in supervisory or managerial position in a foreign-assisted poverty reduction program or project.
Eligibility	:	None Required

Additional Qualification Standards:

1. With good management, communication, presentation, facilitation, and report writing skills.
2. Proficient in MS Office Applications (Word, Excel, and Power Point)
3. With positive work attitude and can work well under pressure.
4. Ability to work well with others.

2. One (1) Municipal Financial Analyst (Anticipated Vacancy)

Salary Grade : 13 (P 26,582.70)

Area of Assignment : Municipal Level within Region 1

Minimum Qualification Standards:

Education	:	Bachelor's degree in Business Administration
Training	:	4 hours relevant training
Experience	:	1 year relevant work experience

Additional Qualification Standards:

1. With good management, communication, presentation, facilitation, and report writing skills.
2. Proficient in MS Office Applications (Word, Excel, and Power Point)
3. With positive work attitude and can work well under pressure.
4. Ability to work well with others.

Interested applicants may submit their application to the undersigned thru the Human Resource Development Unit not later than **5 July 2017** with the following attachments:

1. Application Letter
2. Comprehensive Resume or Updated Personal Data Sheet
3. Transcript of Records & Diploma (certified photocopies)
4. Certificate of Trainings/Seminars/Employment
5. Board Ratings/Professional License/CS Eligibility/TESDA
6. Certification from School for Masteral units earned or completed, if any


MARCELO NICOMEDES J. CASTILLO
Regional Director