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## NOTICE OF VACANCY

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Please be informed that the **DSWD – Field Office I** is inviting applicants to fill the hereunder vacant positions:

**1. One (1) Social Welfare Officer III (Contract of Service)-REPUBLICATION**

**Salary Grade / Monthly Salary:** SG 18 / 40,385.00

**Area of Assignment:** Office of the Regional Director-Technical Assistance and Resource Augmentation (TARA) Unit

**Minimum Requirements:**

Education	–	Bachelor's degree in Social Work
Training	–	Eight (8) hours of relevant training
Experience	–	Two (2) years of relevant experience
Eligibility	–	RA 1080 – Registered Social Worker

**Additional Requirements:**

1. Proficient in the use of computer (MS Office and other applications)
2. With good communication skills – both oral and written (English)
3. With positive work attitude and can work well under pressure
4. With good facilitation skills
5. With good coordination and networking skills

Interested applicants may submit their application to the undersigned thru the Human Resource Management and Development Division (HRMDD) not later than **18 May 2018** with the following attachments:

1. Comprehensive Resume or updated Personal Data Sheet (CS Form No. 212, Revised 2017 with attached job descriptions / summary of functions for each position held)
2. Transcript of Records & Diploma (certified photocopies)
3. Certificates of Trainings / Seminars attended
4. Board Rating / Professional License / CS Eligibility

**Note:**

1. Only short-listed applicants are notified.
2. Qualified applicants who are members of the Indigenous Communities, Persons with Disability (PWDs) and those from any Sexual Orientation and Gender identities are encouraged to apply.

  
**MARCELO NICOMELES J. CASTILLO**

Regional Director

05/11/2018