
NOTICE OF VACANCY

Please be informed that the **DSWD – Field Office 1** is inviting applicants to fill the hereunder vacant position:

1. One (1) Administrative Office II – Psychometrician (Contract of Service)

Salary Grade / Monthly Salary: SG 11 / PhP22,600.48

Area of Assignment: Regional Rehabilitation Center for Youth – I

Minimum Requirements:

Education	–	Bachelor’s Degree relevant to the job
Training	–	None Required
Experience	–	None Required
Eligibility	–	None Required

Additional Requirements:

1. Preferably Licensed Psychometrician; and
2. With at least one (1) year experience in test administration, interpretation and result writing.

2. One (1) Houseparent II (Contract of Service)

Salary Grade / Monthly Salary: SG 6 / 16,491.00

Area of Assignment: Regional Rehabilitation Center for Youth – I

Minimum Requirements:

Education	–	High School Graduate
Training	–	None Required
Experience	–	None Required
Eligibility	–	None Required (MC 10, s. 2013 – Cat. III)

Additional Requirements:

1. At least two – year studies in college
2. At least one (1) year related experience
3. At least eight (8) hours of relevant experience
4. With good oral and written communication skills
5. Expert in parenting and housekeeping

Interested applicants may submit their application to the undersigned thru the Human Resource Management and Development Division (HRMDD) not later than **5:00 PM on 14 January 2019** with the following attachments:

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

5. Board Rating / Professional License / CS Eligibility/TESDA; and
6. Certification from School for Masteral units earned or completed, if any.

Note:

1. Only **shortlisted** applicants are notified.
2. Qualified applicants who are members of the Indigenous Communities, Persons with Disability (PWDs) and from any Sexual Orientation and Gender identities are encouraged to apply.
3. Applicants with **incomplete documents** shall not be entertained.


MARCELO NICOMEDES J. CASTILLO

Regional Director

01/07/2019