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## NOTICE OF VACANCY

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Please be informed that the DSWD – Field Office I under Pantawid Pamilyang Pilipino Program is inviting applicants to fill the hereunder vacant positions:

**1. Three (3) Project Development Officer II/ Municipal Link**

**Status of Employment:** Contractual co-terminous

**Area of Assignment:** **Sigay, Ilocos Sur** (vice Marxl Achilles R. Guillermo)  
**Sta. Maria, Ilocos Sur** (vice Reysa D. Pilotin)  
**Binmaley, Pangasinan** (vice Spell D. Dela Cruz)

**Salary Grade/Monthly Salary:** SG 15/P29,010.00

**Minimum Qualification Standards:**

Education : Bachelor's degree relevant to the job  
Training : 4 hours of relevant training  
Experience : 1 year of relevant experience  
Eligibility : None required

**Additional Qualifications:**

1. Preferably a graduate of BS Social Work, Community Development or allied Social Science
2. Proficient in MS Office applications (Word, Excel, and Power Point)
3. Preferably with 1-year experience in Case Management and Community Organizing
4. With good oral and communication, presentation, facilitation and reporting skills

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 7 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 and Diploma (certified photocopies)
4. Certificate of Trainings/Seminars/Employment
5. Board of Ratings/Professional License/CS Eligibility/TESDA
6. Certification from School for Masteral units earned or completed, if any

**Note:**

1. Only **short-listed** applicants are notified.
2. Qualified applicants who are members of Indigenous Communities, Persons with Disability (PWDs) and from any sexual orientation and gender identities (SOGI) are encouraged to apply.
3. Applicants with **incomplete documents** shall not be entertained

  
**MARCELO NICOMEDES J. CASTILLO**

Regional Director

12/27/2018