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## NOTICE OF VACANCY

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

**1. One (1) Engineer I – Electrical Engineer (Job Order)**

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

**Area of Assignment:** Administrative Division – Buildings and Grounds Management Section

**Minimum Requirements:**

Education	–	Bachelor of Science in Electrical Engineering
Training	–	None Required
Experience	–	None Required
Eligibility	–	RA 1080 (Electrical Engineer)

**Additional Requirements:**

1. Masteral's Degree level would be an advantage
2. At least eight (8) hours training on technical skills, electrical technician / master electrician or computer aided design
3. At least two (2) years' experience on managing construction projects, manpower and reporting scheme, knowledgeable of electrical layout, computations and analysis
4. Knowledgeable and familiar on construction safety compliance (Accredited COSH certificate would be an advantage)
5. With knowledge on AutoCAD
6. With good communication skills – both oral and written (English)
7. With positive work attitude and can work well under pressure

Interested applicants may submit their application to the undersigned thru the Human Resource Management and Development Division (HRMDD) not later than **5:00 PM of 02 May 2019** with the following attachments:

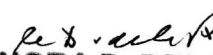
1. Application Letter;
2. Comprehensive Resume or Updated Personal Data Sheet (CS Form No. 212, Revised 2017 with attached job descriptions / summary of functions for each position held);
3. Transcript of Records & Diploma (certified photocopies);
4. Certificates of Trainings / Seminars attended / Employment;
5. Certificate/s of Board Rating / Professional License / CS Eligibility;
6. Certification from School for Masteral units earned or completed, if any; and
7. Very Satisfactory (VS) Individual Performance Contract Rating (IPCR) for the last semester, 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.

**BY:**

**MARCELO NICOMEDES J. CASTILLO**  
Regional Director  
04/23/2019

  
**NORA D. DELA PAZ**  
OIC-ARD for Administration

Pursuant to:  
SO No. 4157 Series of 2018