
NOTICE OF VACANCY

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

One (1) Project Development Officer II (Contract of Service)

Salary Grade / Monthly Salary: SG 15 / PhP36,619.00

Area of Assignment: Administrative Division - Buildings and Grounds Management Section

CSC – Prescribed Qualification Standards:

Education	–	Bachelor’s degree relevant to the job
Training	–	Four (4) hours of relevant training
Experience	–	One (1) year of relevant experience
Eligibility	–	None Required

Preferred Qualifications (Competency-Based):

Education	–	Bachelor’s degree relevant to the job preferably in Electrical Engineering
Training	–	At least eight (8) hours of relevant training
Experience	–	At least two (2) years of practical experience in power system design, construction and electrical infrastructure Projects
Eligibility	–	RA 1080 – Electrical Engineer

Job Summary:

Under general supervision and direction from the Section Head, the Project Development Officer II performs technical electrical engineering function and provides professional expertise in the field of electrical infrastructure development, power system design / construction and facility maintenance; and other related works and projects.

Interested applicants may submit their application addressed to **REGIONAL DIRECTOR MARIE ANGELA S. GOPALAN** through this google link: <https://forms.gle/HUGNS1UdAVFyCGpw7> not later than **5:00 PM of 24 October 2023** 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. Certificate/s of Trainings / Seminars attended;
5. Certificate/s of Employment;
6. Certificate/s of Board Rating / Professional License / CS Eligibility;
7. Certification from School for Masteral units earned or completed, if any;

8. Birth Certificate; and
9. Very Satisfactory (VS) Individual Performance Contract Rating (IPCR) for the last semester, if any.

Note:

1. 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.
2. Applicants with **incomplete documents** shall not be entertained.