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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:

**One (1) Social Welfare Officer II (Contract of Service)**

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

**Area of Assignment:** Statutory Programs Division – Area I Vocational Rehabilitation Center, Bonuan Binloc, Dagupan City, Pangasinan

**CSC – Prescribed Qualification Standards:**

Education	–	Bachelor’s Degree in Social Work
Training	–	Four (4) hours of relevant training
Experience	–	One (1) year of relevant experience
Eligibility	–	RA 1080 – Registered Social Worker

**Preferred Qualifications (Competency-Based):**

Education	–	Bachelor’s Degree in Social Work
Training	–	At least 24 hours of relevant training
Experience	–	At least one (1) year of relevant experience along case management in handling Persons with Disabilities (PWDs)
Eligibility	–	RA 1080 – Registered Social Worker

**Job Summary:**

The Social Welfare Officer II as the case manager performs case work, group work, working with families and community, referrals, and follow-ups geared towards helping PWDs understand their problems, needs, and potentials to carry through a program of adjustment and self-improvement towards economic and social usefulness.

Interested applicants may submit their application addressed to **REGIONAL DIRECTOR MARIE ANGELA S. GOPALAN** through this google link: <https://forms.gle/c3BMvVUQeuak3j3M6> not later than **5:00 PM of 24 November 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.