
NOTICE OF VACANCY

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: Policy and Plans Division – Social Technology Section

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 or any course on Social Science and Allied Profession is an advantage
Training	:	Eight (8) hours of relevant training
Experience	:	One (1) year of relevant experience
Eligibility	:	RA 1080 – Registered Social Worker

Job Summary:

Under the supervision of SWO II, the Social Welfare Officer II shall perform key roles in the conduct of the implementation of the Pag-Abot program to Individuals and Families in Street Situations. Preparation of the implementation reports, perform key roles in social technology monitoring and evaluation and perform other related work.

Interested applicants may submit their application addressed to **REGIONAL DIRECTOR MARIE ANGELA S. GOPALAN** through this google link: <https://forms.gle/gad48iEvJuT8nz387> not later than **5:00 PM of 11 March 2024** 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.