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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 positions:

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

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

**Area of Assignment:** Statutory Programs Division – Regional Rehabilitation Center for Youth - I, Urayong, Bauang, La Union

**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	:	With trainings on Case Management, and Skills Enhancement in the Administration of Discernment Tool
Experience	:	At least one (1) year experience of dealing with Children in Conflict with the Law (CICLs)
Eligibility	:	RA 1080 – Registered Social Worker
Others	:	Computer Literate (MS Office applications, Google Workspace)

**Job Summary:**

The Social Welfare Officer II shall conduct assessment, case analysis, and provide social work intervention to client/s.

**2. One (1) Information Systems Analyst III (Contract of Service)**

**Salary Grade / Monthly Salary:** SG 19 / PhP51,357.00

**Area of Assignment:** Policy and Plans Division – Regional Information and Communications Technology Management Section

**CSC – Prescribed Qualification Standards:**

Education	:	Bachelor’s degree relevant to the job
Training	:	Eight (8) hours of relevant training
Experience	:	Two (2) years of relevant experience
Eligibility	:	None Required

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

Education	:	Bachelor’s degree relevant to the job
Training	:	Eight (8) hours of relevant training
Experience	:	Two (2) years of relevant experience
Eligibility	:	None required

**Job Summary:**

The position is responsible for development of application software / information systems, deployment, maintenance and management; document developed application software / information systems; oversee application software / information systems deployed or endorsed.

Interested applicants may submit their application addressed to **REGIONAL DIRECTOR MARIE ANGELA S. GOPALAN** through this google link: <https://forms.gle/1ZpFv6Ep1F2C7TyZA> not later than **5:00 PM of 29 April 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.