

NOTICE OF VACANCY

Please be informed that the DSWD-CAR is inviting applicants (regardless of gender, civil status, disability, religion, ethnicity, or political affiliation) to fill up the **anticipated vacancy**:

ONE (1) REGIONAL INFRASTRUCTURE OFFICER (CONTRACT OF SERVICE) under the KALAHI-CIDSS NCDPP

Item Number: ---
Vice: *Mr. Bonifacio L. Chagyowen*
Monthly Salary: Php 40, 385.00 (SG 18)
Area of Assignment: RPMO

Minimum Qualification Standards

Education : Bachelor of Science in Civil Engineering
Training : Eight (8) hours of relevant training
Experience : Two (2) years of relevant experience
Eligibility : RA 1080/ CS Professional (Second Level Eligibility)/ PD 907

Brief Description of the General Function of the Position	The RIO will assist the Regional Community Infrastructure Specialist (RCIS) in 1) overseeing the overall implementation of community infrastructure policies and guidelines in the region; 2) provision of appropriate technical assistance to the members of the RPMO; 3) review and processing of request for fund release (RFR); 4) conduct of community infrastructure trainings; 5) preparation of reports on the status of subproject implementation; and 6) other relevant functions assigned by the RPMO.
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Interested and qualified applicants may submit their application to the undersigned on or before **5PM** of MAR 24 2018 with the following attachments:

- Fully accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) (with attached summary of functions/ job description for each position held)/ Comprehensive Resume (with indicated functions/ job description for each position held)
- Diploma
- Transcript of Records
- Certificate/s of training/s
- Certificate/s of previous and present employment (if applicable)
- Company clearance (latest employer, if applicable)
- Performance Appraisal/ Evaluation rating (if applicable)
- CSC eligibility/ PRC rating report and updated license
- NBI Clearance
- PSA/NSO Birth Certificate
- Marriage Certificate (if applicable)

Applications with incomplete attachments will not be accepted.
Applicants previously not considered need not apply.


JANET P. ARMAS
OIC Regional Director

15 March 2018
Date of posting/CSC Publication: MAR 20 2018