

01:04

Department of Social Welfare and Development
Field Office No. V
Magnolia St. PBN Buraguis, Legazpi City

Date: **January 11, 2016**

MEMORANDUM

F O R : **ALL CONCERNED**
SUBJECT : **Vacant positions at the KALAHI-CIDSS**

We wish to inform you of the vacant positions on **Memorandum of Agreement Status** at the **KALAHI-CIDSS Project (National Community Driven Development Program)** of the DSWD Field Office V, with the following minimum qualification standards:

One (1) FINANCIAL ANALYST III, SG 18 (P 31, 351.00)

Assignment : SRPMO- Camarines Sur

Education : Bachelor's degree in Accountancy

Training : At least 8 hours of relevant training, preferably in government accounting system

Experience : At least 2 years of relevant experience, preferably in a government institution

Attached is the Terms of Reference of the position for your reference.

Qualified applicants may submit all of the following documents to the Records Section on or before **January 25, 2016**:

1. Application letter;
2. Comprehensive resume with 2x2 ID picture and brief job description of positions handled from previous employer
3. Photocopy of Transcript of Records

Request for extension of submission and application with incomplete documents will not be entertained.


ARNEL B. GARCIA, CESO II
Regional Director 

ABG/LRR/ivan

01:05

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S U B J E C T : **Vacant positions at the KALAHY-CIDSS**

We wish to inform you of the vacant positions on **Memorandum of Agreement Status** at the **KALAHY-CIDSS Project (National Community Driven Development Program)** of the DSWD Field Office V, with the following minimum qualification standards:

Two (2) Community Infrastructure Officer III, SG 18 (P 31, 351.00)

Assignment : SRPMO- Camarines Sur

Education : Graduate of Civil Engineering course and preferably licensed Civil Engineer

Training : 50 hours engineering-related training on managing community-based infrastructure projects and 8 hours on community development/ poverty reduction projects

Experience : Minimum of 4 years relevant civil works experience in rural or community-based infrastructure development, 2 years of which in foreign-assisted development projects. KC experience is an advantage; preferably can speak the local dialect/s in the area.

Attached is the Terms of Reference of the position for your reference.

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