

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

Date: July 18, 2016

MEMORANDUM

FOR : ALL CONCERNED

SUBJECT: Vacant Positions on (MOA) Status under PantawidPamilyang Pilipino Program

We wish to inform you of the following vacant position on Memorandum of Agreement (MOA) status at the PantawidPamilyang Pilipino Program of the DSWD Field Office V, with the following minimum qualification standards:

**One [1] Project Development Officer II (Beneficiary Update System)SG 15 Php 26,192.00**  
[To be assigned in Camarines Sur]

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

Education : Bachelor's Degree in Management Information Systems or Data Management or Social Sciences

Experience : at least one (1) year experience in data management

Training : at least 4 hours' relevant training

**One [1] Project Development Officer II (Compliance Verification System)SG 15  
Php 26,192.00**  
[To be assigned in Camarines Sur]

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

Education : Bachelor's Degree in Management Information Systems, Data Management or Social Science

Experience : at least one [ 1 ] year experience involving coordination with stakeholders, survey/research, data gathering, monitoring, use of information system and other relevant to the job

Training : at least 4 hours' training in technical writing, research, effective communication or other related areas.

Skills : Computer Literate

Qualified applicants may submit all of the following documents on or before **July 29, 2016**:

1. Application letter;
2. Comprehensive resume with 2x2 ID picture;

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

**ARNEL B. GARCIA, CESO II**  
Regional Director