



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Regional Office I
NOTICE OF VACANCY/IES
 NOV No.: 21-22-001-20210222

Date Posted: February 22, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Place of Assignment	Salary Grade	Monthly Salary	Qualification Standards					Nature of Appointment
						Education	Training	Experience	Eligibility	Competency (if applicable)	
1	LG00 VI	OSEC-DILGB-LG006-1023-2017	Region 1 / Pangasinan	22	68415	Bachelor's degree relevant to the job	Completion of training course for LGOOs	3 years relevant experience	CS Professional / Appropriate 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Managing Knowledge and Information, Technical Expertise; C. Leadership: Developing and Inspiring Others, Planning Work and Managing Teams, Problem Solving and Decision Making.	Permanert
2	LG00 V	OSEC-DILGB-LG005-1085-1998	Region 1 / Regional Office	20	54251	Bachelor's degree relevant to the job	Completion of training course for LGOOs	2 years relevant experience	CS Professional / Appropriate 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency; C. Leadership: Developing and Inspiring Others, Planning Work and Managing Teams, Problem Solving and Decision Making.	Permanert
3	LG00 III	OSEC-DILGB-LG003-126-1998	Region 1 / Ilocos Norte	15	33575	Bachelor's degree relevant to the job	80 hours of training in Local Governance Operations and Planning, Strateic Thinking and Community Development	1 year relevant experience	CS Professional / Appropriate 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Managing Knowledge and Information, Technical Expertise;	Permanert
4	LG00 II	OSEC-DILGB-LG002-240-1998	Region 1 / Ilocos Sur	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanert

"Matino, Mahusay at Maaasahan"

5	LGOO II	OSEC-DILGB-LGOO2-406-1998	Region 1 / La union	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
6	LGOO II	OSEC-DILGB-LGOO2-417-1998	Region 1 / La union	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
7	LGOO II	OSEC-DILGB-LGOO2-528-1998	Region 1 / Pangasinan	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
8	LGOO II	OSEC-DILGB-LGOO2-595-1998	Region 1 / Pangasinan	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
9	LGOO II	OSEC-DILGB-LGOO2-673-1998	Region 1 / Pangasinan	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
10	LGOO II	OSEC-DILGB-LGOO2-717-1998	Region 1 / Pangasinan	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett
11	LGOO II	OSEC-DILGB-LGOO2-728-1998	Region 1 / Pangasinan	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governannce; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanett

12	LGOO II	OSEC-DILGB-LGOO2-773-1998	Region 1 / Ilocos Norte	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governance; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanent
13	LGOO II	OSEC-DILGB-LGOO2-806-1998	Region 1 / Ilocos Sur	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governance; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanent
14	LGOO II	OSEC-DILGB-LGOO2-817-1998	Region 1 / Ilocos Sur	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governance; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanent
15	LGOO II	OSEC-DILGB-LGOO2-850-1998	Region 1 / Ilocos Sur	13	28276	Bachelor's degree relevant to the job	None Required	None required	CS Professional / 2nd Level Eligibility	A. Core: Commitment to Ethical Service and Good Governance; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Effective Communication, Influence, Managing Knowledge and Information, Policy Research and Analysis, Program Development and Management, Relationship Building, Technical Proficiency;	Permanent
16	ADA IV	OSEC-DILGB-ADA4-75-2005	Region 1 / Regional Office	4	14400	Completion of 2 year studies in college	none required	none required	CS Sub-Prof / 1st level eligibility	A. Core: Commitment to Ethical Service and Good Governance; Customer Focus, Ensuring Excellent Results, Organizational Sensitivity; B: Functional: Critical and Analytical Thinking; Collaboration; Process Orientation; Information / Data / Records Management; Administrative Services Proficiency	Permanent

Vacancies are open to all interested and qualified applicants including persons with disabilities (PWDs), and members of the indigenous communities irrespective of sexual orientation, gender identity and religion. Interested applicants and qualified applicants including next-in-rank employees **should signify their interest in writing indicating the position applying for and address to the Regional Director**. Attach the following documents to the application letter and send to the address below not later than **March 4, 2021**.

1. Application letter addressed to:

DIR. JAMES F. FADRILAN, CESO III
DILG Regional Office I
Aguila Road, Sevilla
City of San Fernando, La Union

2. **Updated, fully accomplished and signed** Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and attached work experience sheet which can be downloaded at www.csc.gov.ph;

3. Performance rating in the last rating period (if applicable);

4. Photocopy of certificate of eligibility/rating/license;
5. Photocopies of Transcript of Records and Diploma; and
6. Photocopies of commendations awards received for the last 2 years (if any)

INSTRUCTIONS:

1. Submit requirements to **Personnel Section, Finance and Administrative Division located at Aguila Road, Sevilla, City of San Fernando, La Union** or email to dilgr1recruitment@gmail.com
2. Qualified next-in-rank personnel shall signify their interest to apply for the next higher vacant position in writing and shall submit their application documents not later than the deadline of submission. Non-submission of such shall be deemed as waiving the right to be considered for promotion for the said vacant positions.
3. **Application with incomplete documents/requirements and unclear application documents will not be entertained.**

DILG RO I does not discriminate in the selection of employees on account of age, gender, sexual orientation/gender identity, civil status, disability, religion, ethnicity, or political affiliation, and there shall be equal employment opportunity for men and women at all levels of positions, provided they meet the minimum requirements of the position to be filled-up.

Prepared by:


MILDRED M. MALAPIT
AOV/HRMO

Reviewed by:


ALICIA C. BANG-OA
Chief, Finance and Administrative Division

Noted by:


AGNES A. DELEON, CESO V
OIC-Asst. Regional Director/
Chair, RHRMSPSB