

NOTICE OF VACANCY

Position : (1) ACCOUNTANT III
Item Number : OSEC-DSWDB-A3-157-2004
Salary Grade : SG 19 / Php 48,313.00
Vice : SINGSON, JOAN E.
Status : PERMANENT
Place of Assignment : ACCOUNTING SECTION

CSC - PRESCRIBED QUALIFICATION STANDARD

Education	: Bachelor's Degree in Commerce/Business Administration
	Major in Accounting
Training	: 8 hours relevant training
Experience	: 2 years relevant experience
Eligibility	: RA 1080 (Certified Public Accountant)

Applicants should be guided by the following **Criteria for Evaluation**:

<u>E</u> ducation (E)	25%
<u>T</u> rainning (T)	10%
<u>E</u> xperience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **80%** of the maximum total score on ETE and only those who obtained a **high average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : (1) MEDICAL OFFICER III
 Item Number : OSEC-DSWDB-MDOF3-7-2010
 Salary Grade : SG 21 / Php 60, 901.00
 Vice : PAMA, EDEN O.
 Status : PERMANENT
 Place of Assignment : HAVEN FOR CHILDREN

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Doctor of Medicine
 Training : None Required
 Experience : None Required
 Eligibility : RA 1080 (Physician)

Applicants should be guided by the following **Criteria for Evaluation**:

<u>E</u> ducation (E)	20%
<u>T</u> rainning (T)	15%
<u>E</u> xperience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	5%
Special/Technical Exam	20%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained a **high average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than **80%**

NOTICE OF VACANCY

Position : (1) TRAINING SPECIALIST II
Item Number : OSEC-DSWDB-TRNSP2-65-2004
Salary Grade : SG 15 / Php 33,575.00
Vice : MANTAL, JENICA MICHELLE P.
Status : PERMANENT
Place of Assignment : HUMAN RESOURCE WELFARE SECTION

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Bachelor's Degree
Training : 4 hours of relevant training
Experience : 1 year of relevant experience
Eligibility : Career Service (Professional) / Second Level Eligibility

Applicants should be guided by the following **Criteria for Evaluation**:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained a **high average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : (1) ADMINISTRATIVE OFFICER II
Item Number : OSEC-DSWDB-ADOF2-88-2015
Salary Grade : SG 11 / Php 23,877.00
Vice : MANTAL, JENICA MICHELLE P.
Status : PERMANENT
Place of Assignment : PERSONNEL ADMINISTRATION SECTION

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Bachelor's Degree relevant to the job
Training : None Required
Experience : None Required
Eligibility : Career Service (Professional) / Second Level Eligibility

Applicants should be guided by the following **Criteria for Evaluation**:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained an **average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : (1) SOCIAL WELFARE OFFICER I
Item Number : OSEC-DSWDB-SOCWO1-150-2004
Salary Grade : SG 11 / Php 23,877.00
Vice : ESTEBAN, ARLENE M.
Status : PERMANENT
Place of Assignment : ADOPTION RESOURCE AND REFERRAL SECTION

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Bachelor's Degree in Social Work
Training : None Required
Experience : None Required
Eligibility : RA 1080 (Social Worker)

Applicants should be guided by the following **Criteria for Evaluation**:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained an **average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : (1) PSYCHOLOGIST III
 Item Number : FONCR-CONTRACTUAL-PSY3-000187
 Salary Grade : SG 18 / Php 43,681.00
 Vice : NEWLY CREATED CY 2019
 Status : CONTRACTUAL
 Place of Assignment : NATIONAL VOCATIONAL REHABILITATION CENTER

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Master's Degree in Psychology
 Training : 16 hours of relevant training on the delivery of psychological services which include psychological interventions, psychological assessment and psychological programs
 Experience : 2 years of relevant experience involving the delivery of psychological services
 Eligibility : RA 10029 (Psychologist)

Applicants should be guided by the following **Criteria for Evaluation**:

<u>E</u> ducation (E)	25%
<u>T</u> rainning (T)	10%
<u>E</u> xperience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained an **high average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : **(4) PSYCHOLOGIST I**
 Item Number : **OSEC-DSWDB-PSY1-103-2004**
 OSEC-DSWDB-PSY1-101-2004
 OSEC-DSWDB-PSY1-107-2004
 OSEC-DSWDB-PSY1-98-2004

Salary Grade : **SG 11 / Php 23,877.00**

Vice : **MEDEL, JERICO D. / ROXAS, CHARIZZE ANN G. /**
 FLORES, JASMIN B. / TURINGAN, ESTRELITA B.

Status : **PERMANENT**

Place of Assignment : **ELSIE GACHES VILLAGE / HR PLANNING AND**
 PERFORMANCE MANAGEMENT SECTION / NATIONAL
 VOCATIONAL REHABILITATION CENTER / PROTECTIVE
 SERVICES DIVISION

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : **Master's Degree in Psychology**
 Training : **None Required**
 Experience : **None Required**
 Eligibility : **RA 10029 (Psychologist)**

Applicants should be guided by the following **Criteria for Evaluation**:

<u>E</u> ducation (E)	25%
<u>T</u> rainning (T)	10%
<u>E</u> xperience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained an **average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%

NOTICE OF VACANCY

Position : (1) PSYCHOLOGIST I
Item Number : FONCR-CASUAL-PSY1-000003
Salary Grade : SG 11 / Php 23,877.00
Vice : AREVALO, FAITH FRANCESCA L.
Status : CASUAL
Place of Assignment : SANCTUARY CENTER

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Master's Degree in Psychology
Training : None Required
Experience : None Required
Eligibility : RA 10029 (Psychologist)

Applicants should be guided by the following **Criteria for Evaluation**:

<u>E</u> ducation (E)	25%
<u>T</u> rainning (T)	10%
<u>E</u> xperience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

Obtained **75%** of the maximum total score on ETE and only those who obtained an **average** percentile on the Initial Qualifying Test (IQT).

The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

NOTICE OF VACANCY

Position : (1) SOCIAL WELFARE OFFICER I
Item Number : FONCR-CONTRACTUAL-SOCWO1-000206
Salary Grade : SG 11 / Php 23,877.00
Vice : BARRERA, JUSTINE PAOLA M.
Status : CONTRACTUAL
Place of Assignment : GOLDEN RECEPTION AND ACTION CENTER FOR ELDERLY AND OTHER SPECIAL CASES (GRACES)

CSC - PRESCRIBED QUALIFICATION STANDARD

Education : Bachelor's Degree in Social Work
Training : None Required
Experience : None Required
Eligibility : RA 1080 (Social Worker)

Applicants should be guided by the following **Criteria for Evaluation**:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam	
Initial Qualifying Test (IQT)	10%
Special/Technical Exam	15%
Panel Interview	10%
IPCR or any related Performance Assessment/ Review	5%
TOTAL	100%

Initial Shortlisting

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The result of IQT of all DSWD applicants is valid **within six (6) months** upon test administration and will be used **across all positions within the same position level**. Not meeting the required percentile for the respective level will not qualify the applicant in applying to other vacancies of the same level within the validity period.

Only those who passed the IQT shall proceed to the next recruitment process

Second Shortlisting

Top 5 ranking candidates but overall rating should not be less than 80%.

Interested and qualified applicants who meet the above minimum qualification standard (CSC - Prescribed) may submit the following documentary requirements to FO - NCR Human Resource Planning and Performance Management Section on or before **OCT 14 2021** not later than 5:00 PM:

1. Application letter addressed to **Regional Director VICENTE GREGORIO B. TOMAS** (Signifying the Position, Status of Employment, and Place of Assignment you are applying for) affixed with your signature;
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture and Work Experience Sheet (CS Form No. 212, Revised 2017);
3. Photocopy of duly signed Individual Performance Contract Rating (IPCR) in the last rating period, (if applicable);
4. Photocopy of Certificate of Eligibility/ Board of Rating and updated PRC License;
5. Photocopy of Transcript of Records
6. Photocopy of Transcript Diploma;
7. Photocopy of Certificates of relevant Learning and Development/Trainings attended;
8. Photocopy of Certificate/s of previous and present Employment (if applicable);
9. Photocopy of Company/Agency Clearance (latest employer, if applicable); and
10. Photocopy of Appointment and Service Record (if presently or previously employed in any government agency).

The Agency values inclusivity of age, gender, civil status, disability, religion, ethnicity, social status, class and political affiliation. Thus, the vacant position is open to all qualified individuals and the selection of employees shall be made only according to the principle of merit and fitness.

NOTES:

1. Present original or authenticated copies of the above documentary requirements for verification during filling of application.
2. All interested qualified next-in-rank employees with Permanent Status should submit the filled-out "next-in-rank intent to apply form" together with their credentials.
3. Application sent through to recruitment.foncr@dswd.gov.ph. must be sent in a **single** "Portable Document Format" or PDF File.

Subject shall be: **APPLICATION FOR (POSITION/ASSIGNMENT) - (FULLNAME)**

4. Submission of applications **beyond the deadline** and **with incomplete attachments** will not be accepted and entertained.


VICENTE GREGORIO B. TOMAS
Regional Director

SEP 29 2021