

Republic of the Philippines
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
 National Capital Region

TO : **ALL OFFICIALS AND EMPLOYEES**
ALL INTERESTED APPLICANTS
 DSWD - NCR

FROM : **The REGIONAL DIRECTOR**
 DSWD - NCR

SUBJECT : **Publication of Vacant Contractual Positions**

DATE : June 21, 2021

DSWD-NCR
 RECORDS MANAGEMENT SECTION

Received by: 
 Date/Time: 6:29

RM

We wish to inform you that the **DSWD-National Capital Region** is inviting applicants for vacant positions of Pantawid Pamilyang Pilipino Program with details as follows:

No. (Parenthetical Title, if applicable)	Item No.	Salary/ Job/ Pay Grade/	Monthly Salary	Position Level	Qualification Standards			Last Incumbent	Status of Employment
					Education	Training	Experience		
1 Project Development Officer V	FONCR-PCON-PDOV-000001	24	86,742.00		Master's Degree in any course with Bachelor's Degree in Social Work, Social Sciences, Community Development or Allied Sciences or CSC Certificate in Leadership and Management from CSC	40 hours of supervisory/ management learning and development intervention undertaken within the last 5 years	4 years of supervisory/ management experience	CS Professional/ Second Level Eligibility Joel D. Cam	Contractual
2 Project Development Officer II	FONCR-PCON-PDOI-000179	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required Stittie Hafhaf S. Dimacorn	Contractual

3	Project Development Officer II	FONCR-P/CON-PDOII-000501	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required	Charize G. Flores	Contractual
4	Project Development Officer II	FONCR-P/CON-PDOII-000453	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required	Jason Bo S. Lopez	Contractual
5	Project Development Officer II	FONCR-P/CON-PDOII-000101	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required	Mari-car S. Iponia	Contractual
6	Project Development Officer I	FONCR-P/CON-PDOII-000448	11	23,877.00	2nd	Bachelor's degree relevant to the job	None required	None required	None required	Gener T. De Guzman	Contractual
7	Project Development Officer I	FONCR-P/CON-PDOII-000080	11	23,877.00	2nd	Bachelor's degree relevant to the job	None required	None required	None required	Louise P. Escalnr	Contractual
8	Social Welfare Assistant	FONCR-P/CON-SWAST-000705	8	18,251.00	1st	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	None required	Luningning A. Romaraog	Contractual
9	Project Development Officer II	FONCR-P/CON-PDOII-000049	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required	Jon Joyl E. Salindong	Contractual
10	Social Welfare Assistant	FONCR-P/CON-SWAST-000671	8	18,251.00	1st	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	None required	Rolando T. Bagro	Contractual
11	PDO II	FONCR-P/CON-PDOII-000100	15	33,575.00	2nd	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	None required	Theresa Alena L. Ocampo	Contractual

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

For Second (2nd) Level Positions:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam	
Initial Qualifying Test/Aptitude	10%
Special/Technical Exam	15%
Competency-Based Interview	10%
IPCR or any related Performance Assessment/Review	5%
Total	100%

For First (1st) Level Positions:

Education (E)	25%
Training (T)	10%
Experience (E)	25%
Written Exam	
Initial Qualifying Test/Aptitude	10%
Special/Technical Exam	10%
Competency-Based Interview	15%
IPCR or any related Performance Assessment/Review	5%
Total	100%

Cut Off Score:

Criteria for Shortlisting of Applicants: **Top Five (5) applicants with the total points of 75% and above on education, related training, relevant experience and Aptitude/Initial Qualifying Test**, shall proceed for Technical/Special Exam and Panel Interview.

Interested and qualified applicants may personally submit their application to the Human Resource Planning and Performance Management Section (HRPPMS), DSWD-NCR, Room 209 at 389 San Rafael Corner Legarda Streets, Sampaloc Manila or send it to the e-mail recruitment.foncr@dswd.gov.ph on or before **11/14/2021** with the following attachments:

1. Application letter addressed to **Regional Director VICENTE GREGORIO B. TOMAS** (Signifying the Position, Status of **Edilberto 2021** Place of Assignment you're applying to) 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) which can be downloaded at www.csc.gov.ph;

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 and Diploma;
6. Photocopy of Certificates of relevant Learning and Development/Trainings attended;
7. Photocopy of Certificate/s of previous and present Employment (if applicable); and
8. Photocopy of company clearance (latest employer, if applicable)

NOTE:

1. Interested and qualified applicants regardless of gender, disability, civil status, ethnicity and religion are encouraged to apply.
2. Present original or authenticated copies of the above documentary requirements for verification during filing of application.
3. Application sent through email must be sent in a single file in a "Portable Document Format" or PDF File.
4. **Submission of applications beyond the deadline and with incomplete attachments will not be accepted and entertained.**

For your information and reference.

VICENTE GREGORIO B. TOMAS



A handwritten signature in black ink, appearing to read 'Vicente Gregorio B. Tomas', is written over a printed name. The signature is fluid and cursive.