

REPUBLIKA NG PILIPINAS
 KAGAWARAN KAGALINGANG PANLIPUNAN AT PAGPAPAUNLAAD
 (Department of Social Welfare and Development)
 Field Office IX, Zamboanga City

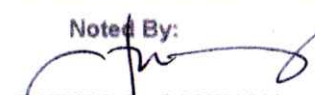
POSTING OF VACANCIES
 as of January 2020

POSITION TITLE	ITEM NO.	NO. OF VACANT POSITION	SALARY GRADE	QUALIFICATION REQUIREMENTS			ELIGIBILITY	ASSIGNMENT
				EDUCATION	EXPERIENCE	TRAINING		
1. Administrative Assistant I	OSEC-DSWDB-ADAS1-170-2004	1	7	Completion of two years in college	1. At Least One (1) year of relevant experience 2. Computer literate (database application, excel, powerpoints, etc)	4 hours of relevant training	Career Service (Sub-Professional/ 1st Level Eligibility)	DSWD-FO IX
2. Administrative Assistant I	OSEC-DSWDB-ADAS1-167-2004	1	7	Completion of two years in college	1. At Least One (1) year of relevant experience 2. Computer literate (database application, excel, powerpoints, etc)	4 hours of relevant training	Career Service (Sub-Professional/ 1st Level Eligibility)	DSWD-FO IX
3. Project Development Officer II (SLP)	Contractual	2	15	Bachelor's degree in any business-related and/or social science courses	At least 4 years' experience in development-related projects	At least 28 hours relevant training related to the job	none required	DSWD-FO IX

Certified Correct:


FE L. DELA CRUZ
 OIC-CHIEF, HRMDD

Noted By:


FATIMA S. CAMINAN
 OIC-Regional Director