

**TO** : ALL DIVISION CHIEFS/UNIT HEADS/CENTER HEADS & SWADT LEADERS/PROVINCIAL LINKS

**ATTENTION** : All Next-in-rank and other Qualified Applicants

**SUBJECT** : Schedule of Examinations and Interview

**DATE** : September 14, 2020

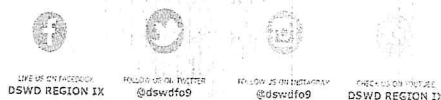
Attached for your information are vacancies for various Positions – with their corresponding specified qualification requirements, which are open to all interested qualified applicants to wit:

| NO. | POSITION TITLE                           | NO. OF VACANT POSITION | QUALIFICATION REQUIREMENTS                        |               |  |   | ASSIGNMENT |
|-----|--|------------------------|---|---------------|--|---|------------|
|     |  |                        | EDUCATION   | EXPERIENCE    | TRAINING   | ELIGIBILITY   |            |
| 1   | PROJECT DEVELOPMENT OFFICER I (MOA-NHTS) | 2                      | Graduate of Bachelor's Degree relevant to the job | None Required | 1. At least One (1) year progressively relevant experience in the field of communications, public relations, social development work or other relevant field.<br><br>2. Computer literate (database application, excel, powerpoints, etc.) | Career Service (professional)/ 2nd level eligibility. | DSWD-FO IX |

Applicants should submit **Five (5) Folders (indicating the preferred position)** with the following documents, to wit:

- **Application Letter**
- **Personal Data Sheet (PDS) with 2x2 latest colored picture**
- **Photocopy of Transcript of Records**
- **Certificates of Trainings attended and Eligibility (if any)**

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
 Field Office IX  
 General Vicente Alvarez Street, Zamboanga City  
 Telephone Nos. (63/62) 991-6030 / 991-8346/ 991-1001  
 Email: fo9@dswd.gov.ph  
 Website: www.fo9.dswd.gov.ph



#DSWDMayMaasakit



Department of Social Welfare and Development

**Schedules:**

- Last submission – **September 21, 2020**
- IQ Exam – **September 22, 2020**
- Essay Exam – **September 23, 2020**
- Interview – **September 24-25, 2020**

Certified Correct:

**FE L. DELA CRUZ**

OIC-Chief, HRMDD

Approved by:

**FATIMA S. CAMINAN**

OIC-Regional Director

**DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**

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|   |                               |          |   |               |   |               |   |   |    |            |
|---|-------------------------------|----------|---|---------------|---|---------------|---|---|----|------------|
| 5 | PROJECT DEVELOPMENT OFFICER I | NHTS-MOA | 2 | Php 22,316.00 | Graduate of Bachelor's Degree relevant to the job | None Required | <p>1. At least One (1) year progressively relevant experience in the field of communications, public relations, social development work or other relevant field.</p> <p>2. Computer literate (database application, excel, powerpoints, etc.)</p> | Career Service (professional)/ 2nd level eligibility. | VS | DSWD-FO IX |
|---|-------------------------------|----------|---|---------------|---|---------------|---|---|----|------------|

Certified by:

  
**FE L. DELA CRUZ**  
 OIC-Chief, HRMDD

Approved by:

  
**KATIMA S. CAMINAN**  
 OIC-Regional Director