



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 02
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan
<http://region2.dilg.gov.ph>

ANNOUNCEMENT
(October 23, 2023)

DILG Regional Office No. 02 is in immediate need of a personnel under **Contract of Service basis** with the following location, qualifications and responsibilities:

- **One (1) ENGINEER I – Php 27,608.00/month for the period November 2023 to December 2023**

Location: DILG Regional Office

Qualifications and Skills:

- ✓ A registered Civil Engineer;
- ✓ Willing to undergo fieldwork;
- ✓ Four (4) hours relevant training;
- ✓ With at least one (1) year work experience in the preparation of feasibility study, preparation of drawing plans, technical specifications, cost estimates, and construction of water supply system;
- ✓ Experience on the Procurement of Government projects and in the review of the administration and construction contract would be an asset;
- ✓ With knowledge on the Procurement Law (RA 9184 and its IRR);
- ✓ Preferably with the skills and knowledge on various engineering softwares such GIS, AutoCAD, WaterCAD, STAAD, Primavera and Microsoft. Project management is an advantage;
- ✓ Preferably knowledgeable in the Program of Works (POW) and items of work; and
- ✓ Must have good verbal communication skills in local dialects of the Region.

Responsibilities/Tasks:

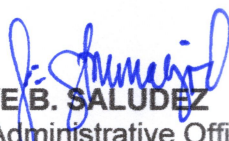
- Assist in coordinating with the Provincial/City Local Government Units to ensure on-time implementation of projects;
- Support activities under the Special Provision No. 4 of Section XVI-A of the DILG Office of the Secretary;
- Assist in day to day monitoring of the DILG Batanes Provincial Office construction to be assigned as Liason and document controller for the DILG Batanes Office;

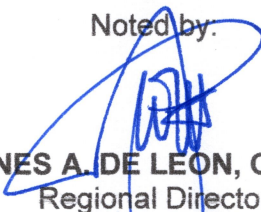
"Matino, Mahusay at Maaasahan"
Tel. (078) 377-3618

- Assists in the conduct of actual monitoring on the preparation and implementation of LGSF projects in his/her assigned region/s, province/s, and barangays to ensure that the requirements in the Program Implementations and Guidelines are complied with;
- Monitor LGUs/barangays in the preparation and submission of LGSF project requirements, particularly the Detailed Engineering Design (DED) and program of works, and provide technical assistance to provinces/barangays to facilitate the completion of DED/POW;
- Provide status reports on the implementation of projects, including issues and concerns and recommendations within his assigned area;
- Undertake field visits and conduct random inspection of civil works from time to time to check quality of works and submit with course of action and recommendations thru appropriate channels; and
- Perform other tasks as maybe assigned by the Regional Director or immediate supervisor.

Interested applicants may email the following to r2dilg@yahoo.com not later than November 3, 2023:

1. Application Letter;
2. Duly signed and accomplished Personal Data Sheet;
3. Work Experience Sheet;
4. Certificate of Employment for previous employer (if applicable);
5. Duly authenticated photocopy of Transcript of Records; and
6. Diploma.


IVE B. SALUDEZ
 Chief Administrative Officer

Noted by:

AGNES A. DE LEON, CESO V
 Regional Director