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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
(January 25, 2024)

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) DEVELOPMENT MANAGEMENT OFFICER I –**
Php 25,439.00/month for the period February 16, 2024 to June 30, 2024

Location: Regional Office

Qualifications and Skills:

- ✓ Bachelor's Degree related to Public Governance;
- ✓ At least one (1) year of relevant experience in the government service;
- ✓ Proficient in oral and written communication; and
- ✓ Knowledgeable in MS applications and in preparing presentations.

Responsibilities/Tasks:

- Provides leadership in setting the operational direction of the SLGP within the PMO and among offices in the Department;
- Make sure the Local Governance Programs as embedded in the core function of the SLGP are implemented efficiently and effectively through different channels;
- Initiates the development of new policies that will deal with lingering local governance issues that existing policies cannot address;
- Provides support in addressing policy implementation problems and manages portfolio risks;
- In the performance of the preceding duties and responsibilities, may be authorized to go on official travel and reimburse travelling and related expenses; and
- Perform other tasks as may be assigned by the Regional Director or immediate supervisor.

Interested applicants may email the following to r2dilg@yahoo.com not later than February 4, 2024:

1. Application Letter;
2. Duly signed and accomplished Personal Data Sheet;
3. **Work Experience Sheet;**
3. **Certificate of Employment for previous employer (if applicable);**

4. Duly authenticated photocopy of Transcript of Records; and
5. Diploma.

(sgd.)

IVE B. SALUDEZ
Chief Administrative Officer

Noted by:

(sgd.)

AGNES A. DE LEON, CESO IV
Regional Director

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