



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
Regional Office No. 2

## ANNOUNCEMENT

March 12, 2018

DILG is in need of a **Multimedia Coordinator** on a Job Order Basis with the following Qualifications:

1. Education:
  - Graduate of Bachelor of Science in Information Technology, Bachelor of Science in Computer Science, Bachelor of Science in Electronics and Communications Engineering, Bachelor of Science in Mass Communication and other related courses relevant to multimedia coordination.
2. Training:
  - Relevant trainings related to Multimedia. (i.e. Video Editing, Graphic Manipulation, Journalism, Social Media, Photography)
3. Experience:
  - At least 2 years of experience in multimedia coordination
4. Tasks and Functions
  - Oversee the compliance to the official branding and graphic design for DILG Region 02 and DILG in general.
  - Assist in the production of promotional Visuals for DILG Region 02
  - Oversee the compliance of DILG Region 02 to the Social Media Accounts Management Policy and Protocols of the Department.
  - Manage Website and Social Media Account contents.
  - Act as official photographer of DILG Regional Office No.2
  - Perform other tasks that maybe assigned by the supervisor.

Submit application letter and pertinent documents to [istmudilg@gmail.com](mailto:istmudilg@gmail.com), [r2dilg@gmail.com](mailto:r2dilg@gmail.com) or to DILG Regional Office No. 2, Regional Government Center, Tuguegarao City, Carig Sur, Cagayan not later than March 23, 2018.

  
**LORNA M. DURWIN**  
Chief Administrative Officer

Noted:  
  
**JONATHAN PAUL M. LEUSEN, CESO IV**  
Regional Director

ord/mss/istmu

**"Matino, Mahusay at Maaasahan"**  
Regional Government Center, Carig Sur, Tuguegarao City, Cagayan  
Tel NO.: 078.304.5378/304.1978; Fax No.: 078.304.9345  
Email: [r2dilg@yahoo.com](mailto:r2dilg@yahoo.com); [r2dilg@gmail.com](mailto:r2dilg@gmail.com); Website: [www.region2.dilg.gov.ph](http://www.region2.dilg.gov.ph)  
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