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

January 03, 2023

CSC
CAGAYAN-BATANES FIELD OFFICE
RECEIVED
Control No.:
Date/Time: 04 JAN 2023 11:59 am
Received by: Perpetua C. Baligod
Receiving Officer

MR. VALNIZAN H.C. CALUBAQUIB
Acting Provincial Director
Cagayan-Batanes Field Office
Civil Service Commission 2
RGC, Carig, Tuguegarao City, Cagayan
cscreg2cbfopub@gmail.com

Dear **PD Calubaquib:**

Mabuhay!

Pursuant to Memorandum Circular No. 17 series of 2002, we are respectfully submitting the attached Notice of Vacant Positions and one (1) Anticipated Vacant Position in DILG Region 2 for publication.

Our warmest regards.

Very truly yours,

JONATHAN PAUL M. LEUSEN, JR., CESO III
Regional Director

FAD/PSIIBS/GTM/MCD/jap
R02-FAD-2023-01-03-008

CS Form No. 9
Revised 2018

Electronic copy to be submitted to the CSC FO must be in MS Excel format

CSC
CAGAYAN-BATANES FIELD OFFICE
RECEIVED
Control No.:
Date/Time: 04 JAN 2023 11:5 am
Received by: Perpetua C. Baligod
Receiving Officer

Republic of the Philippines
Department of the Interior and Local Government
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the Department of the Interior and Local Government in the CSC website:

MARIA LUISA C. DY
HRMO III
Date: January 4, 2023

No.	Position Title (Parenthetical	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Local Government Operations Officer VI (LGOO VI)	OSEC-DILGB-LGOO6-1346-2017	22	Php 71,511.00	Bachelor's Degree	Completion of Training Course for LGOOs	3 years of relevant experience	Career Service Professional/2nd Level Eligibility	**Level 3 on the ff. CORE Competencies:** 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; **Level 2 on the ff. LEADERSHIP Competencies:** 1. Problem Solving and Decision Making 2. Developing and Inspiring Others 3. Planning and Managing Teams **Level 3 on the Functional Competencies:** 1. Effective Communication ; 2.Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technnical Proficiency on Local Governance Operations;	Batanes
Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than January 14, 2023										

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

nd in or send through courier/email their application to:

MARIA LUISA C. DY
HRMO III
RGC, Carig Sur, Tuguegarao City, Cagayan
r2dilg@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CS Form No. 9
Revised 2018

Electronic copy to be submitted to the CSC FO must be in MS Excel format

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CAGAYAN-BATANES FIELD OFFICE
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Department of the Interior and Local Government
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HRMO III
Date: January 4, 2023

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					Education	Training	Experience	Eligibility	Competency (If applicable)	
1	Local Government Operations Officer VII (LGOO VII)	OSEC-DILGB-LGOO7-1452-2017	24	Php 90,078.00	Master's Degree or Certificate in Leadership and Management from the CSC	Completion of Training Course for LGOOs and 40 hours of trainings in management and supervision	4 years of supervisory/ management experience	Career Service Professional/2nd Level Eligibility	**Level 3 on the ff. CORE Competencies:** 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; **Level 2 on the ff. LEADERSHIP Competencies:** 1. Problem Solving and Decision Making 2. Developing and Inspiring Others 3. Planning and Managing Teams **Level 4 on the Functional Competencies:** 1. Effective Communication ; 2.Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technnical Proficiency on Local Governance Operations;	Batanes
2	Local Government Operations Officer V (LGOO V)	OSEC-DILGB-LGOO5-1002-1998	20	Php 57,347.00	Bachelor's degree	Completion of Training Course for LGOOs	2 years of relevant experience	Career Service Professional/2nd Level eligibility	**Level 2 on the ff. CORE Competencies:** 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; **Level 1 on the ff. LEADERSHIP Competencies:** 1. Problem Solving and Decision Making 2. Developing and Inspiring Others 3. Planning and Managing Teams **Level 2 on the Functional Competencies:** 1. Effective Communication ; 2.Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technnical Proficiency on Local Governance Operations;	Cagayan

3	Local Government Operations Officer II (LGOO II)	OSEC-DILGB-LGOO2-45-1998	13	Php 31,320.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility	**Level 2 on the ff. CORE Competencies:** 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; **Level 1 on the Functional Competencies:** 1. Effective Communication ; 2.Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technnical Proficiency on Local Governance Operations;	Batanes
4	Administrative Assistant II (Accounting Clerk)	OSEC-DILGB-ADAS2-92-2005	08	Php 19,744.00	Completion of Two-Year Studies in College	4 hours of relevant training	1 year of relevant experience	Career Service Sub-Professional/1st Level Eligibility	**Level 1 on the ff. CORE Competencies:** 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity;	Quirino
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MARIA LUISA C. DY
HRMO III
RGC, Carig Sur, Tuguegarao City, Cagayan
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