



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

November 8, 2023

**MR. VALNIZAN H.C. CALUBAQUIB**  
Acting Provincial Director  
Cagayan-Batanes Field Office  
Civil Service Commission 2  
RGC, Carig, Tuguegarao City, Cagayan  
[cscreg2cbfopub@gmail.com](mailto: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 in DILG Region 2 for publication.

Our warmest regards.

Very truly yours,

  
**AGNES A. DE LEON, CESO V**  
Regional Director ✓

FAD/PSI/IBS/GTM/MCD/jap

R02-FAD-2023-11-03-005

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: November 8, 2023

No.	Position Title (Parenthetical Title, if applicable)	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-LGOO6-16-1998	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	<b>Level 3 on the ff. CORE Competencies:</b> 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity. <b>Level 2 on the ff. LEADERSHIP Competencies:</b> 1. Developing and Inspiring Others; 2. Planning Work and Managing Teams; 3. Problem Solving and Decision Making. <b>Level 3 on the Functional Competencies:</b> 1. Effective Communication; 2. Influence; 3. Managing Knowledge and Information; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technical Proficiency on Local Governance Operations.	Regional Office

2	Local Government Operations Officer V (LGOO V)	OSEC-DILGB-LGOO5-1022-1998	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	<p><b>Level 3 on the ff. CORE Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Commitment to Ethical Service and Good Governance;</li> <li>2. Customer Focus;</li> <li>3. Ensuring Excellent Result;</li> <li>4. Organizational Sensitivity;</li> </ol> <p><b>Level 1 on the ff. LEADERSHIP Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Developing and Inspiring Others</li> <li>2. Planning Work and Managing Teams</li> <li>3. Problem Solving and Decision Making</li> </ol> <p><b>Level 2 on the Functional Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Effective Communication ;</li> <li>2. Influence;</li> <li>3. Managing Knowledge and Information;</li> <li>4. Policy Research and Analysis;</li> <li>5. Program Development and Management;</li> <li>6. Relationship Building;</li> <li>7. Technical Proficiency on Local Governance Operations;</li> </ol>	Nueva Vizcaya
3	Local Government Operations Officer II (LGOO II)	OSEC-DILGB-LGOO2-88-1998	13	Php 31,320.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility	<p><b>Level 2 on the ff. CORE Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Commitment to Ethical Service and Good Governance;</li> <li>2. Customer Focus;</li> <li>3. Ensuring Excellent Result;</li> <li>4. Organizational Sensitivity;</li> </ol> <p><b>Level 1 on the Functional Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Effective Communication ;</li> <li>2. Influence;</li> <li>3. Managing Knowledge and Forum;</li> <li>4. Policy Research and Analysis;</li> <li>5. Program Development and Management;</li> <li>6. Relationship Building;</li> <li>7. Technical Proficiency on Local Governance Operations;</li> </ol>	Isabela
4	Local Government Operations Officer II (LGOO II)	OSEC-DILGB-LGOO2-87-1998	13	Php 31,320.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility	<p><b>Level 2 on the ff. CORE Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Commitment to Ethical Service and Good Governance;</li> <li>2. Customer Focus;</li> <li>3. Ensuring Excellent Result;</li> <li>4. Organizational Sensitivity;</li> </ol> <p><b>Level 1 on the Functional Competencies:</b></p> <ol style="list-style-type: none"> <li>1. Effective Communication ;</li> <li>2. Influence;</li> <li>3. Managing Knowledge and Forum;</li> <li>4. Policy Research and Analysis;</li> <li>5. Program Development and Management;</li> <li>6. Relationship Building;</li> <li>7. Technical Proficiency on Local Governance Operations;</li> </ol>	Isabela



5	Local Government Operations Officer II (LGOO II)	OSEC-DILGB-LGOO2-76-1998	13	Php 31,320.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility	<b>Level 2 on the ff. CORE Competencies:</b> 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; <b>Level 1 on the Functional Competencies:</b> 1. Effective Communication ; 2. Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technical Proficiency on Local Governance Operations;	Isabela
6	Local Government Operations Officer II (LGOO II)	OSEC-DILGB-LGOO2-53-1998	13	Php 31,320.00	Bachelor's Degree	None Required	None Required	Career Service Professional/2nd Level Eligibility	<b>Level 2 on the ff. CORE Competencies:</b> 1. Commitment to Ethical Service and Good Governance; 2. Customer Focus; 3. Ensuring Excellent Result; 4. Organizational Sensitivity; <b>Level 1 on the Functional Competencies:</b> 1. Effective Communication ; 2. Influence; 3. Managing Knowledge and Forum; 4. Policy Research and Analysis; 5. Program Development and Management; 6. Relationship Building; 7. Technical Proficiency on Local Governance Operations;	Cagayan

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 November 20, 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](http://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.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

**AGNES A. DE LEON, CESO V**

Regional Director

RGC, Carig Sur, Tuguegarao City, Cagayan

[r2dilig@yahoo.com](mailto:r2dilig@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**