



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
**REGION XII**

**"Matino, Mahusay at Maaasahan"**

Prime Regional Government Center, Carpenter Hill, Koronadal City, 9506

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**ANNOUNCEMENT!!!**  
**JANUARY 15, 2020**

The **Regional Personnel Selection and Promotion Board (RPSPB)** is pleased to announce that the hereunder position is now open:

**1. Engineer II (3)/SG 16 (Regional Office)- Contract of Service**

For Engineer II position, the minimum requirements of the position shall be as follows, viz:

**Minimum Qualifications:**

1. Male or Female
2. Willing to be assigned in the Region/Provinces
3. Willing to undergo field works
4. Must not be more than 40 y.o.
5. Registered Civil Engineer with at least 2-year work experience in the preparation of feasibility study; preparation of drawing plans, technical specifications, and cost estimates; and construction of water supply systems (by contract and by administration)
6. With knowledge on the Procurement Law (RA 9184 and its IRR)
7. Preferably, with skills on hydraulic softwares, STAAD, AutoCAD Civil 3D, excel programs and other computer skills
8. Must have good verbal communication skills in local dialects of the Region

**Duties and responsibilities**

- Monitors the LGUs compliance with the Projects/ programs Implementing Guidelines in the assigned area;
- Monitors the regular updating of project status and information of OPDS locally funded projects in the region/ provinces of the assigned area in the Subaybayan, making sure that the targets are met in the assigned area;
- Provides assistance to LGUs in the AM programming for succeeding years funding in the region/ provinces in the assigned area:
- Assesses and evaluates project status and provide interventions as necessary and/or appropriate actions per Projects/ Programs Monitoring Guidelines;
- Support the activities of the technical team in the Regional Office under the Project Development Management Unit (PDMU);
- Provides Technical Assistance (mentoring, coaching) to the LGUs in his/her coverage area, as necessary;
- Conducts regular project site visit in his/her respective assigned areas;
- As necessary, provide technical assistance in the review of Program of Works and Detailed Engineering Design including the drawing plans, technical specifications, cost estimates, and includes revisions for economy and efficiency of the design;

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*The DILG Region XII, imbued with integrity, competence and professionalism, and Living Up to a Peaceful, Accountable, and Dynamic working environment, commits to deliver quality services through oversight function, capacity development intervention, and incentives and rewards to local government units.*

*We uphold customer satisfaction and continual improvement of our Quality Management System's effectiveness, compliant to applicable laws, rules and regulations, and international standards, for a highly Developed, Orderly, Self-Reliant, Environment-friendly and Globally Competitive SOCCSKSARGEN. (LUPAD DOSE).*


- As necessary, attends monthly coordination meetings to ensure that the project updates are discussed and issues are resolved;
- Prepares schedule of visits to the LGUs and ensure coordination and supervisory support to the visits to the project sites;
- Prepare Back-to-Office Report (BTOR) every travel;
- Prepares Monthly Travel Plan as necessary;
- Reviews the Program of Works, DEDs, and other related documents submitted by the LGUs;
- Gathers technical baseline data of subprojects from LGUs, as required;
- Provides assistance during the conduct of assessment of functionality of WATSAN Council;
- Assess or conducts profiling of LGU-Management Water Supply System;
- Attends all activities related to Monitoring and Evaluation;
- Perform other duties as may be assigned by his/her immediate supervisor

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE), to apply.


Interested applicants may submit their letter of intent or application letter and Personal Data Sheet addressed to Josephine Cabrido-Leysa, CESO III, Regional Director, DILG XII, Prime Regional Government Center, Carpenter Hill, Koronadal City in the nearest field office to be processed and endorsed by the respective DILG Provincial Office.

You may send your application through email at [mail@region12.dilg.gov.ph](mailto:mail@region12.dilg.gov.ph).

For information and widest dissemination.

  
**LAILYN A. ORTIZ, CESO V**  
 Assistant Regional Director  
 Chairperson, RPSPB

Noted by:

  
**JOSEPHINE CABRIDO-LEYSA, CESO III**  
 Regional Director.

FAD, DTS:  
 PS  
 FIELD OFFICES  
 DIVISION CHIEFS  
 CHIEF OF STAFF

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