



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  
Tel/Fax Nos.: (083)228-6660 • (083)228-1421 • Email: dilg\_ro12@yahoo.com • Website: region12.dilg.gov.ph  
ADMIN (083) 228-7960 • FINANCE (083) 228-7959 • LGMED (083) 877-2969 • LGCDD (083)877 2971

**ANNOUNCEMENT!!!**  
**SEPTEMBER 10, 2020**

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

1. **LG00 IV (1)/SG 18 (Regional Office)**

For LG00 IV position, the minimum requirements of the position shall be as follows, viz:

1. Bachelor's degree
2. 2 years of relevant experience
3. Completion of training course for LG00s
4. Career Service Eligibility (Professional) Second Level

2. **ADMINISTRATIVE ASSISTANT II (Accounting Clerk III) (2)/SG 8 (Provincial Office)**

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

1. Completion of two years studies in college
2. 1 years of relevant experience
3. 4 hours of relevant training
4. Career Service Eligibility (Subprofessional) First Level
5. Pre-qualifying examination passer (PQE for Admin) (Per Department Circular No. 2011-17 dated November 16, 2011)

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 in the nearest field office to be processed and endorsed by the respective DILG Provincial Office.

All applications to the above mentioned positions must be submitted to this level on or before **September 21, 2020**.

For information and widest dissemination.

  
**LAILYN A. QRTIZ, 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

*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).*