

Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT XII
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 XII in the CSC website:

MARK L. BIESCAS

HRMO

Date:

November 22, 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	Accountant II	OSEC-DILGB-A2-18-1998	16	Php39,672.00	Bachelors degree in Commerce/Business Administration major in Accounting	4 hours relevant training	1 year of relevant experience	RA 1080	CORE COMPTENCIES: 1) COMMITMENT TO ETHICAL SERVICE AND GOOD GOVERNANCE; 2) CUSTOMER-FOCUS; 3) ENSURING EXCELLENT RESULTS; 4) ORGANIZATIONAL SENSITIVITY. LEADERSHIP COMPETENCIES: 1) DEVELOPING AND INSPIRING OTHERS; PLANNING WORK AND MANAGING TEAMS; PROBLEM SOLVING AND DECISION MAKING. FUNCTIONAL COMPETENCIES: 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 DILG Pre-Qualifying Exam Technical Passer	Regional Office

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 in compliance to DILG XII Regional Memorandum No. 2022-10 Section 4, Preference for Non-Smoker Applicants. Non-smoker applicants may be given preference in the hiring of plantilla and non-plantilla personnel. Provided, however, that if a smoker is hired, she/he shall undergo counseling and/or other appropriate interventions with the partner CHU/IPHO/DOH.

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 **December 04, 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.

QUALIFIED APPLICANTS are advised to hand in or send their application thru bit.ly/DILGDoseApplicants and shall be addressed to:

JOSEPHINE CABRIDO-LEYSA, CESO III

Regional Director

Prime Regional Center, Brgy. Carpenter Hill,

bit.ly/DILGDoseApplicants

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.