



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!!!

JUNE 07, 2019

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

PROGRAM-BASED POSITIONS:

1. Development Management Officer II/SG 15 (2-Regional Office)

For Development Management Officer III position, the minimum requirements of the position shall be as follows, viz:

- a. Male or Female
- b. Willing to undergo field works
- c. Graduated four (4) year course
- d. Must not be more than 40 y.o.
- e. at least 5-year work experience related to the Project Management
- f. With knowledge on the Procurement Law (RA 9184 and its IRR)
- g. Must have good verbal communication skills in local dialects of the Region
- h. Writing Skills
- i. Computer literate

Responsibilities:

1. Assist in the implementation and achievement of the CMGP Program Governance Reform Targets.
2. Assist in providing Technical assistance to Provincial Local Government Units (PLGUs) on the following:
 - ✓ Submission of the PLGUs fund release requirements
 - ✓ Achievement of the Governance Reform Targets
3. Assist in the performance evaluation of PLGUs in the achievement of the Governance Reform Target;
4. Prepare monitoring reports on the progress of governance reforms of each PLGU
5. Assist the PDMU Head of the following:
 - ✓ Based on the PGRR, assist the provinces in the prioritizing the Provincial Capdev Activities

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, incentives and rewards and administrative services 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


- ✓ Conduct priority Capdev activities to achieve the 2019 reform targets through mentoring/ coaching approach
 - ✓ Assist in preparing activity designs for the activities on the CMGP Program
6. Monitor the implementation of governance targets of the provinces in the Region
 7. Attends meetings, trainings, and other related CMGP-related activities relative to Governance reform, CMGP Program;
 8. Assist in conducting meetings, trainings and other CMGP related activities and ensure the documentation of CMGP activities conducted by the region/ provinces;
 9. Prepare minutes of the meetings and document activities conducted related to CMGP activities;
 10. Assist the PDMU head in ensuring that the Local Road Management Teams of PLGUs have conducted meeting/s on a regular basis to address the issues and concerns in the implementation of Governance Reform and CMGP Projects
 11. Assist in coordinating governance reform matters with the CMGP PMO, DILG Regional/ Provincial Offices, PLGUs, and other partner agencies;
 12. Performs other function as may be required.

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 **June 14, 2019**.

For information and widest dissemination.


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

Noted by:


JOSEPHINE CABRIDO-LEYSA, CESO V
Regional Director

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

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