



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region XIII (Caraga)

ADVISORY

August 27, 2020

TO : **ALL PROVINCIAL & CITY DIRECTORS**
DILG, Region XIII

In relation to the hiring of **2000 Contact Tracers** for Caraga Region, you are directed to disseminate the information to local government units in your area of responsibility. Relative thereto, you are hereby authorized to accept the applications and conduct assessment based on the qualification guide which is reflected in the Notice of Vacancy.

Submit to this level a profile of applicants considered for the position based on the attached template shall be submitted to the Regional Office on or before **September 5, 2020**.

For guidance.


LILIBETH A. FAMACION, CESO III
Regional Director

Incl:
Notice of Vacancy
Profile Template

"Matino, Mahusay at Maaasahan"

#1559 MATIMCO Bldg., Km. 4, Libertad, Butuan City, 8600 Philippines
Tel. No. (085) 342-2045; 341-1976 or (Telefax) 342-2134; 815-1299

Website: <http://caraga.dilg.gov.ph/>
Email Address: official@caraga.dilg.gov.ph



Republic of the Philippines
 DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Region XIII (CARAGA REGION)

NOTICE OF VACANCY
 August 27, 2020

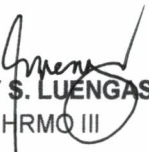
The DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT – REGION XIII (CARAGA), Butuan City announces the following vacant position:

POSITION	NO. OF AVAILABLE POSITION	SALARY GRADE / MONTHLY SALARY	QUALIFICATIONS GUIDE	PREFERENCE
CONTACT TRACERS (Contractual) Duration of Work: September to December 2020	2,000	SG 9 / Php18,784.00	<ul style="list-style-type: none"> • Education: <ul style="list-style-type: none"> ✓ Bachelor's Degree or College Level of at least 72 units • Training: <ul style="list-style-type: none"> ✓ None Required • Eligibility: <ul style="list-style-type: none"> ✓ None Required • Experience: <ul style="list-style-type: none"> ✓ None Required 	<ul style="list-style-type: none"> ✓ Being an allied medical professional such as a nurse, or at least a graduate or an undergraduate of an allied medical course ✓ Must be skilled in data gathering and or assisted in research and documentation ✓ Must be able to interview COVID-19 cases and close contacts in order to gather data on travel history and conduct health assessments ✓ Must possess the ability to advocate public health education messages ✓ Have investigative capability

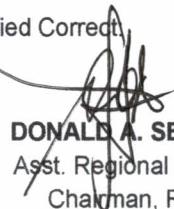
Applicants are advised to submit their job application at the **nearest DILG-Region / Provincial / City Offices** with the following documents **on or before September 5, 2020**.

1. Letter of Intent
2. Fully accomplished Updated Personal Data Sheet **New CS Form 212 Rev. 2017** with **recent** picture
3. NBI Clearance (if applicable)
4. Drug Test Result

Prepared:


MARIE JOY S. LUENGAS
 AO V / HRMO III

Certified Correct:


DONALD A. SERONAY
 Asst. Regional Director/
 Chairman, RPSB

Approved:


LILIBETH A. FAMACION, CESO III
 Regional Director

**PROFILE OF APPLICANTS
CONTACT TRACERS**

No.	Name	Age	Gender	Address	Course	Experience	Others

Prepared by:

HRMO-Designate

Attested by:

Provincial/City HRMSPB, Member	Provincial/City HRMSPB, Member	Provincial/City HRMSPB, Member

Recommended by:

City / Provincial Director