



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

**DILG – REGION XIII
RELEASED**
DATE: FEB 19 2021
TIME: 9:15 am
[Signature]

NOTICE OF VACANCY

(February 19, 2021)

Title	ENGINEER II
No. of Available Positions	61
Salary Grade	16 (Php35,106.00)
Duration	March to December 2021
Location of Work	DILG Region XIII, Field Operating Unit
Line of Reporting	DILG Regional Focal Person

Background:

In line with the EO 70, s. 2018 approved and funded projects of the Department and to enhance the Barangay Development Plans which identifies the priority projects/programs to address the existing issues and development gaps in the barangay level.

Educational and Experience:

- Bachelor's Degree in Engineering relevant to the job;
- One (1) year of experience related to the job;
- 4 hours of relevant formal training

Eligibility:

- RA 1080

I. SPECIFIC FUNCTIONS/DUTIES

- Coordinate with the Provincial/City Local Government Units to ensure on-time implementation of projects;
- Conduct actual monitoring on the preparation and implementation of SBDP projects in his/her assigned region/s, province/s and barangays to ensure that the requirements in the LEO70 Implementations Guidelines are complied with;
- Monitor LGUs/barangays in the preparation and submission of SBDP project requirements, particularly the Detailed Engineering Design (DED) and program of works, and provide technical assistance to provinces/barangays to facilitate the completion of DED/POW;
- Provide status reports on the implementation of projects, including issues and concerns, and recommendations within his/her assigned area;
- Undertake field visits and conduct random inspection of civil works from time to time to check the quality of works and submit with course of action and recommendations thru appropriate channels;
- Perform other tasks as maybe assigned by the Regional Director or immediate supervisor.

II. EXPECTED OUTPUTS/DELIVERABLES AND SCHEDULE OF SUBMISSION OF OUTPUTS

- 100% of Monitoring Reports on the preparation and implementation of SBDP projects in assigned region/s, province/s and barangays are submitted with 100% compliance to the requirements in the LEO70 Implementations Guidelines;

- 100% of technical assistance provided in the preparation and submission of SBDP project requirements and ensured on-time submission of said reports;
- 100% status reports on the implementation of projects, including issues and concerns, and recommendations are submitted on the scheduled deadline; and
- 100% field visits and inspection of civil works conducted from time to time to check the quality of works and 100% submission of course of action and recommendations thru appropriate channels; and
- 100% support services provided (as needed/instructed by the higher management/supervisor).

Interested and qualified applicants should signify interest in writing. Attach the following documents to the application letter and sent to the address below not later than **February 24, 2021**.

1. Letter of Intent
2. Fully accomplished Updated Personal Data Sheet **New CS Form 212 Rev. 2017** with **recent passport size** picture
3. Transcript of Records (TOR) (certified true copy)
4. Diploma

Send to:
LILIBETH A. FAMACION, CESO III
Regional Director
DILG Region XIII (Caraga)
Purok 1A, Upper Doongan, Butuan City

Prepared:


MARIE JOY S. LUENGAS
AO V / HRMO III

Certified Correct:


JOCELYN C. JAYOMA
Chief Admin. Officer


ANNABEL F. YANGSON
LGCCD, Chief

Approved:


LILIBETH A. FAMACION, CESO III
Regional Director