



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

**NOTICE OF VACANCY
(As of January 8, 2021)**

012-142
DILG - REGION XIII
RELEASED
DATE: **JAN 12 2021**
TIME: **8:31 N**
BY: **BY**

Title	Regional Coordinator
No. of Available Positions	1
Salary Grade	13 / Php 25,232.00
Duration	January to December 2021 (renewable every 6 months)
Location of Work	DILG Regional Office XIII, Butuan City
Line of Reporting	DILG Regional Bantay-Korapsyon Regional Focal Person

Background:

In support of the mandate of DILG as per RA 69752 to further strengthen local government capability aimed towards the effective delivery of basic services to the citizenry, and is aligned with the Department's organizational outcome of reinforcing Accountable, Transparent, Participative, and Effective Local Governance. It is also in line with the Malasakit Pillar of the Philippine Development Plan³ on ensuring people-centered, clean, and efficient governance.

Bantay-Korapsyon is envisioned to be the Department's anti-corruption strategy to mobilize citizens, communities, and existing local mechanisms to emerge as a potent force for the integrity-based and corruption-free local governance, in addition to the existing local institutions and apparatuses mandated by laws and policies.

Qualifications:

- Must possess at least a relevant college degree such as Political Science, Legal Management, Philosophy, Public Administration
- Excellent in writing, research and communication

Inter Personal Skills:

- Ability to cooperate and generate cooperation from colleagues and different kind of audiences
- Open mindedness
- Ability to accept criticisms
- Ability to quickly adapt to new environment

Duties and Responsibilities:

- Render technical assistance for the proper implementation of the program in the field and facilitation of visits by the Supervising Authority (SA) and/or other Officers;
- Draft communications/endorsement on received complaints, to be approved by the concerned DILG Regional Director;
- Assist in the maintenance database on all local government complaints;
- Assigned in the information, data/records management of Bantay Korapsyon
- Assist the Bantay Korapsyon Legal Officers in the submission to Supervising Authority, through the BK-PMO, quarterly reports with documentation approved by the Regional Director on the implementation of the program in the field with highlights on major of an official for corruption, among other major accomplishments;

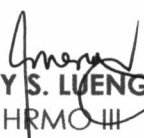
- Attend assemblies and other such meetings organized and facilitated by the Regional Office and Central Office;
- In consideration of the foregoing, be authorized to travel if needed; and
- Perform other tasks assigned by the Regional Legal Officers and Regional Director

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 **January 15, 2021**.

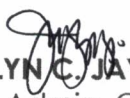
1. Fully accomplished Updated Personal Data Sheet **New CS Form 212 Rev. 2017** with **recent passport size** picture
2. Photocopy of Transcript of Records (TOR)
3. NBI Clearance

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


RAY GREGORY F. JARANILLA
Chief, LGMED

Approved:


LILIBETH A. FAMACION, CESO III
Regional Director