

JOB VACANCY	
Position Title:	Local Government Operations Officer III
No. of Vacancy/ies:	3
Plantilla Item No.:	OSEC-DILGB-LG003-10-1998; OSEC-DILGB-LG003-16-1998; and OSEC-DILGB-LG003-185-1998;
Salary:	29,010.00
Salary Grade:	15
Station:	Albay(1); Cam Sur(1) and Sorsogon(1)
QUALIFICATIONS:	
Education:	Bachelor's Degree
Experience:	1 year of relevant experience
Training:	Completion of training course for LGOOs
Eligibility:	Career Service Prof. 2 nd Level Eligibility
JOB SUMMARY: Assist in providing technical assistance in planning, administering, implementing and monitoring of developmental projects and activities to improve administrative and fiscal capabilities of the municipality/barangay.	

REQUIRED COMPETENCIES	LEVEL
A. CORE COMPETENCIES	
A.1. Commitment to Ethical Service and Good Governance	2
A.2. Customer Focus	2
A.3. Ensuring Excellent Results	2
A.4. Organizational Sensitivity	2
B. LEADERSHIP COMPETENCIES	
B.1. Developing and Inspiring Others	1
B.2. Planning work and Managing Teams	1
B.3. Problem Solving and Decision Making	1
C. FUNCTIONAL COMPETENCIES	
C.1. Effective Communication	1
C.2. Influence	1
C.3. Managing Knowledge and Information	1
C.4. Policy Research and Analysis	1
C.5. Program Development and Management	1
C.6. Relationship Building	1
C.7. Technical Proficiency	1

DILG Region 5 is an equal opportunity agency. All qualified applicants will receive consideration for employment without regard to age, sex, sexual orientation and gender identity (SOGI), civil status, religion ethnicity or political affiliations.