

JOB VACANCY	
Position Title:	Local Government Operations Officer VI
No. of Vacancy/ies:	4
Plantilla Item No.:	OSEC-DILGB-LGOO6-604-2017; OSEC-DILGB-LGOO6-622-2017; OSEC-DILGB-LGOO6-628-2017; and OSEC-DILGB-LGOO6-634-2017
Salary:	68,415.00
Salary Grade:	22
Station:	Can be assigned anywhere in the region
QUALIFICATIONS:	
Education:	Bachelor's Degree
Experience:	3 years of relevant experience
Training:	Completion of training course for LGOOs
Eligibility:	Career Service Prof. 2 <sup>nd</sup> Level Eligibility
<b>JOB SUMMARY:</b> Oversee the effective implementation of the Department's Programs, Project and Activities in the municipal level and coordinate the conduct of research/studies that will contribute to the policy formulation, guidelines and standards. Acts as head of DILG Office in the municipality.	

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

*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.*