



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office No. 5
Rizal St., Legazpi City

- I. Position: PROJECT EVALUATION OFFICER II
- II. No. of Vacant Positions: 3
- III. Compensation: SG 15 – Php 32,053
- IV. Status of Employment: Contract of Service
- V. Qualifications:
 - Bachelor's Degree Graduate
 - At least 2-years relevant experience & trainings related to the job
 - Computer Literate
 - Have good written & oral communication skills
- VI. Specific Duties and Responsibilities:
 - Provide up-to-date report on the monitoring of the physical aspects of the program implementation and results of localization interventions vis-à-vis to the Department's commitments to National ELCAC and the harmonization initiatives of the Department;
 - Monitor and evaluate the implementation of activities and projects in assigned province/city/municipalities/barangays and the remaining deliverables of the Department; coordinate and assist inter-agency and partners on monitoring and evaluation of program;
 - Ensure proper documentation of the program implementation including pre and post implementation phase;
 - Ensure reports are up-to-date for the consumption of the Department, other national government agencies and other partner bureaus;
 - Perform other tasks as maybe assigned by the Regional Director or immediate supervisor.