

JOB VACANCY

Position Title:	Local Government Operations Officer II
No. of Vacancy/ies:	1
Plantilla Item No.:	OSEC-DILGB-LGOO2-423-1998
Salary:	31,320.00
Salary Grade:	13
Station:	Can be assigned anywhere in the region
QUALIFICATIONS:	
Education:	Bachelor's Degree
Experience:	None Required
Training:	None Required
Eligibility:	Career Service Prof. 2 nd Level Eligibility
Additional Requirement: Must be a passer of Pre-Qualifying Examination	
JOB SUMMARY: Under general supervision and with limited latitude for the exercise of independent judgement, assists the LGOO VI in the implementation and monitoring of Department programs, projects and activities in the municipal offices.	

REQUIRED COMPETENCIES (as per DILG Competency Framework and Dictionary Manual)	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. 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.