



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
Department of Labor and Employment

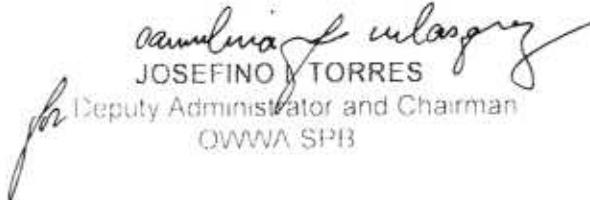


NOTICE OF VACANCY

We invite all interested and qualified applicants for the attached vacant position/s in the Agency.

Applicants must submit the following to the Human Resource Management and Development Division or thru email at owwahrmddrecruitment@gmail.com **not later than 31 July 2017.**

1. Letter of Application.
2. Personal Data Sheet with Work Sheet Experience (Revised 2017)
3. Authenticated Copy of Certificate of CS Eligibility/Board Rating
4. Employment and training certificates and
5. Special Order on committee work assignment/involvement, if any


JOSEFINO TORRES
Deputy Administrator and Chairman
OWWA SPIB

20 July 2017

OVERSEAS WORKERS WELFARE ADMINISTRATION

Bulletin of Vacant Positions

As of 20 July 2017

Region/Office : **Regional Welfare Office V**
Position : **(1) DIRECTOR II**
(Item No. 285 p. 10 - Anticipated)
Salary Grade : 26 (Php 78,960)
Qualification Standards:
 Education : Master's degree OR Certificate in Leadership and Management from the CSC
 Experience : Five (5) years of supervisory/management experience
 Training : One hundred twenty (120) hours of supervisory/management learning and development intervention undertaken within the last 5 years
 Eligibility : CS Professional or Second Level eligibility

Region/Office : **Regional Welfare Office VII**
Position : **(1) ADMINISTRATIVE ASSISTANT II**
(Anticipated Vacancy)
Salary Grade : 8 (Php 15,818)
Qualification Standards:
 Education : Completion of two-year studies in college
 Experience : One (1) year of relevant experience
 Training : Four (4) hours of relevant training
 Eligibility : CS Subprofessional or First Level eligibility

Region/Office : **Regional Welfare Office XI**
Position : **(1) ADMINISTRATIVE ASSISTANT II**
(Anticipated Vacancy)
Salary Grade : 8 (Php 15,818)
Qualification Standards:
 Education : Completion of two-year studies in college
 Experience : One (1) year of relevant experience
 Training : Four (4) hours of relevant training
 Eligibility : CS Subprofessional or First Level eligibility