



**MEMORANDUM:**

**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 [owwahrmd.recruitment@gmail.com](mailto:owwahrmd.recruitment@gmail.com) **not later than 07 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 I. TORRES**  
Deputy Administrator and Chairman  
OWWA SPB

23 June 2017

## OVERSEAS WORKERS WELFARE ADMINISTRATION

### Bulletin of Vacant Positions

As of 23 June 2017

Location : **National Capital Region**  
**(Overseas Welfare Offices)**

Position : **(1) OVERSEAS WORKERS WELFARE OFFICER IV**  
*(Item No. 386, p. 14 - Anticipated Vacancy)*

Salary Grade : 22 (Php 52,783)

Qualification Standards:

- Education : Bachelor's degree
- Experience : Three (3) years of relevant experience
- Training : Sixteen (16) hours of relevant training
- Eligibility : CS Professional or Second Level eligibility

Location : **Regional Welfare Office-National Capital Region**

Position : **(1) OVERSEAS WORKERS WELFARE OFFICER III**  
*(Item No. 155, p. 6)*

Salary Grade : 18 (Php 35,693)

Qualification Standards:

- Education : Bachelor's degree
- Experience : Two (2) years of relevant experience
- Training : Eight (8) hours of relevant training
- Eligibility : CS Professional or Second Level eligibility

Location : **Regional Welfare Office III**

Position : **(1) OVERSEAS WORKERS WELFARE OFFICER III**  
*(Item No. 182, p. 6 - Anticipated Vacancy)*

Salary Grade : 18 (Php 35,693)

Qualification Standards:

- Education : Bachelor's degree
- Experience : Two (2) years of relevant experience
- Training : Eight (8) hours of relevant training
- Eligibility : CS Professional or Second Level eligibility