



OFFICE OF CIVIL DEFENSE
Central Office
Camp General Emilio Aguinaldo, Quezon City



Management System
ISO 9001:2015

www.tuv.com
ID 9000011183

NOTICE OF HIRING
(Contract of Service)

JOB SUMMARY	
Position Title:	Technical Support (Web Developer)
No. of Vacancies:	2
Place of Assignment:	Operations Service - 24/7 Operations Center
Monthly Compensation:	₱ 23,877.00
MINIMUM QUALIFICATIONS	
Education:	Graduate of Bachelor's Degree in Computer Science, Information Technology, Computer Engineering, or any related course
Training:	Preferably with at least 4 hours of relevant training
Experience:	Preferably with at least 1 year of work experience involving iOS Mobile Application
Eligibility:	Preference shall be given to applicants with Civil Service Eligibility
JOB DESCRIPTION	
<p>The contractor is expected to perform the following functions in line with the iOS Mobile Application Development for the NDRRMC Monitoring Dashboard:</p> <ul style="list-style-type: none"> • Develop the NDRRMC Monitoring Dashboard Mobile Application for iOS devices based on the requirements and instructions set by the 24/7 Operations Center; • Regularly present status of the progress of the development of the NDRRMC Monitoring Dashboard Mobile Application; • Subject the NDRRMC Monitoring Dashboard Mobile Application to appropriate testing, enhancement and maintenance; • Turnover/endorse all codes, documents and relevant files regarding NMD mobile application development and maintenance to OCD OS; • Submit monthly progress report on the accomplishments and actions taken relative to the project; and • Perform other functions as may be directed by the immediate supervisor. 	

Interested and qualified applicants should submit the following documents through e-mail at ocd.recruitment2020@gmail.com, with an application letter addressed to the undersigned, not later than JUL 26 2021 :

1. Fully accomplished and notarized Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Valid NBI Clearance; and
3. Photocopy of Transcript of Records;



Ronnel Jayson S. Mago

Chief, Human Resource Management and Development Division