



Kaagapay ng Komunidad sa Maginhawang Pamumuhay

4TO : **ALL EMPLOYEES**
 FROM : **THE PRESIDENT & CEO**
 DATE : **28 JANUARY 2025**
 REFERENCE : **HR – 2025 – 134**
 SUBJECT : **VACANT POSITIONS AS OF 28 JANUARY 2025**

Please be informed of the vacant plantilla positions below and their corresponding qualification requirements:

ITEM NO.	JG	POSITION	DIV./DEPT.	EDUCATION	EXPERIENCE	TRAINING
211	15 (SG 27)	Vice President	Treasury Group/Corporate Governance Cluster to be assigned under the Operations Cluster	Master’s degree or Certificate in Leadership and Management from the CSC	5 years of supervisory/management experience	120 hours of supervisory/management learning and development intervention
35	15 (SG 27)	Vice President	Luzon and NCR Hub/Recovery Projects Group to be assigned under the Operations Cluster	Master’s degree or Certificate in Leadership and Management from the CSC	5 years of supervisory/management experience	120 hours of supervisory/management learning and development intervention

If interested, kindly submit an **application letter with updated resume, Transcript of Records, and training certificates** which will aid HRDD in the evaluation of your application. Deadline for submission of application is five working days from date of posting.

SHFC’s Recruitment and Promotion policies follow the principle of Equal Opportunity: there shall be no discrimination towards any applicant or employee on account of age, sex, civil status, religion, disability, ethnicity, or political affiliation.

For further queries, you may contact HRDD at (0917) 561 7280 / (0956) 099 9912 or shfc.recruitment3@gmail.com.

FEDERICO A. LAXA
 President & CEO *[Signature]*

