



Republic of the Philippines

Department of Agriculture

Bureau of Fisheries and Aquatic Resources

PCA Compound Elliptical Road, Diliman, Quezon City

Tel. No. 454-8651/929-6484 Telefax No. 454-8651/929-8074

COMMUNICATIONS SPECIALIST (WRITER)

Employment Type : Contract of Service (Job Order)
Salary : Php. 26,192.00

DUTIES AND RESPONSIBILITIES

- Attract and interact with targeted stakeholders in the various communities
- Achieve superior stakeholder's engagement and all around conceptualization
- Able to perform thorough research on various topics and have a keen eye for detail.
- Deliver good quality content like news posts, reviews and features.
- Update social media accounts with the latest trends on travel
- Contribute to idea generation for publication
- Create connections among target communities, influencers, etc.
- Create relevant and up-to-date content

REQUIREMENTS

- ✓ College graduate (preferably with a degree in Journalism, Mass Communications, Creative Writing)
- ✓ With experience
- ✓ Excellent writing, presentation, communication skills (English, Filipino)
- ✓ Ability to follow strict deadlines and fact-check information
- ✓ Positive attitude, detail and customer oriented with good multitasking and organizational ability

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send through courier/email to:

1. Fully accomplished 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. Photocopy of certificate of eligibility/rating/license; and
3. Photocopy of Transcript of Records.

CYNTHIA P. LUGA

Chief, Human Resource Management Section

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