

Qualification Standards for Information Officer I

Status: **Contract of Service**

Monthly Salary: **Php 20,754.00**

Education: **Bachelor's Degree in Development Communication, Mass Communication, Journalism, Multimedia studies, or equivalent**

Training: **Preferably with at least 16 hours of relevant training**

Experience: **Preferably with at least one (1) year of relevant experience**

Eligibility: **Preferably with Career Service Professional (Second Level)**

Eligibility

Place of Assignment: **DA-BFAR Caraga – Regional Fisheries Information Unit**

Minimum Qualifications and Competencies:

- Have good oral and written communication skills;
- Have good photography skills and technically proficient with DSLR camera;
- Can write success stories, press releases or radio scripts;
- Have working knowledge on photo editing and graphic designing for the production of information, education and communication (IEC) and knowledge management (KM) materials and social media content management;
- Have working knowledge on social media content management

Job Description:

- Assists in the preparation and implementation of the Strategic Communications Plan;
- Documents regional activities of BFAR and/or provincial special events related to fisheries activities;
- Writes, and issues important press and radio releases;
- Layouts information, education and communication (IEC) and knowledge management (KM) materials such as printed publications of BUKANA newsletter and BFAR Annual Report for dissemination; and
- Establishes and maintains linkages with and builds public relations