

# CITY SOCIAL WELFARE & DEVELOPMENT OFFICE

CSWD Main Office, Saray, Iligan City

Tel.: (063) 221-2488 / 222-3417

**Frontline Service** : **PERSONS WITH DISABILITIES WELFARE PROGRAM - JOB PLACEMENT**

**Schedule of Availability of Service** : 8:00AM-5:00PM Daily (No noon break) excluding Saturdays, Sundays and Holidays. On Mondays provision of services starts after flag raising

**Where** : PWD/SC Program Office - CSWD Main Office., Saray, Iligan City

**Who may Avail of the Services** : Persons with Disabilities

**What are the Requirements** :  
 1.) PWD ID  
 2.) Training Certificate if any  
 3.) Barangay Certificate of Good Moral Character

**Duration** : **30 minutes**

## How to avail of the Services:

Step	Applicant/Client	Service Provider	Duration of Activity under normal circumstances	Person In Charge	Fees	Forms/Documents/ Materials Needed
1.	Client goes to the PWD Office for possible job placement	Interview client, assess client's qualification	20 mins.	Leonida P. Lluisma Nilda P. Onque	None	General Intake Sheet
2.	Proceeds to agency where he/she is referred	Prepare referral letter and certification	10 mins.			Referral Letter Certification
<b>End of Transaction</b>						

