

Re public of the Philippines
LEYTE METROPOLITAN WATER DISTRICT
Brgy 7 4, Nulatula, Tacibnan City

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of Leyte Metropolitan Water District in the CSC website:

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CIVIL SERVICE COMMISSION
LEYTE FIELD OFFICE I


PASTOR A. HOMERES
Acting General Manager
September 7, 2018
Date:

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Education	Qualification Standards			Eligibility	Competency (if applicable)	Place
						Training	Experience	Education			
1	Department Manager B (Commercial Services)	140	25	82,439.00	Master's degree or Certificate in Leadership and Mgt. from C SC	5 yrs. Supervisory/ management exp.	120 hrs. of supervisory/ mgt. learning and dev't. intervention within last 5 yrs.		Career Service(Prof) Second Level Eligibility		Tacloban
2	Department Manager B (Finance Services)	215	25	82,439.00	Master's degree or Certificate in Leadership and Mgt. from C SC	5 yrs. Supervisory/ management exp.	120 hrs. of supervisory/ mgt. learning and dev't. intervention within last 5 yrs.		Career Service(Prof) Second Level Eligibility		Tacloban
3	Division Manager B (HR)	210	23	65,604.00	Bachelor's Degree	4 yrs. of relevant experience	24 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban
4	Division Manager B (Construction)	226	23	65,604.00	Bachelor's Degree	4 yrs. of relevant experience	24 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban
5	Division Manager B (Customer Accounts)	158	23	65,604.00	Bachelor's Degree	4 yrs. of relevant experience	24 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban
6	Division Manager B (Customer Service)	141	23	65,604.00	Bachelor's Degree	4 yrs. of relevant experience	24 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban
7	Administrative General Services Chief B	80	19	42,099.00	Bachelor's Degree	2 yrs. of relevant experience	8 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban
8	Principal Engineer D	30	19	42,099.00	Bachelor's Degree in Engineering relevant: to the Job	2 yrs. of relevant experience	8 hrs. of relevant training		RA 10860		Tacloban
9	Principal Engineer D	71	19	42,099.00	Bachelor's Degree in Engineering relevant: to the Job	2 yrs. of relevant experience	8 hrs. of relevant training		RA 10860		Tacloban
10	Senior Cashier	21	18	38,085.00	Bachelor's Degree	2 yrs. of relevant experience	8 hrs. of relevant training		Career Service(Prof) Second Level Eligibility		Tacloban

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LEYTE FIELD OFFICE I

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of /
					Education	Training	Experience	Eligibility		
11	Senior Corporate Accountant A	125	18	3,8085.00	Bachelor's Degree Commerce/ Business Admin. Major in Acctng. High School Grad. Or Completion of relevant Vocational/trade course	2 yrs. of relevant experience	8 hrs. of relevant training	RA 1080		Tacloban C
12	Water/Sewerage Maint. General Foreman	231	18	3,8085.00	Bachelor's Degree in Engineering relevant to the Job	4 yrs. of relevant experience	24 hrs. of relevant training	None required (MCI, s.96-Cat. III)		Tacloban C
13	Senior Engineer A	25	16	3,1765.00	Bachelor's Degree in Engineering relevant to the Job	1 yr. of relevant experience	4 hrs. of relevant training	RA 1080		Tacloban C
14	Senior Corporate Planning Analyst	4	16	3,1765.00	Bachelor's Degree relevant to the Job	1 yr. of relevant experience	4 hrs. of relevant training	Career Service(Prof) Second Level Eligibility		Tacloban C
15	Senior Property/ Supply Officer	137	16	3,1765.00	Bachelors Degree	1 yr. of relevant experience	8 hrs. of relevant training	Career Service(Prof) Second Level Eligibility		Tacloban C
16	Senior Corporate Account Analyst	202	15	2,9010.00	Bachelor's Degree relevant to the Job	1 yr. of relevant experience	4 hrs. of relevant training	Career Service(Prof) Second Level Eligibility		Tacloban C
17	Records Officer C	223	12	2,2149.00	Bachelor's Degree	None required	None required	Career Service(Prof) Second Level Eligibility		Tacloban C
18	Utilities/Customer Service Asst. A (Meter Reader)	148	12	2,2149.00	Completion of two yrs studies in College	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) First Level Eligibility		Tacloban C
19	Utilities/Customer Service Asst. A (Customer Accts)	170	12	2,2149.00	Completion of two yrs studies in College	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) First Level Eligibility		Tacloban C
20	Utilities/Customer Service Asst. A (Frontline Service)	156	12	2,2149.00	Completion of two yrs studies in College	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) First Level Eligibility		Tacloban C
21	Minutes/ Agenda Officer B	205	11	2,0179.00	Bachelor's Degree	None required	None required	Career Service(Prof) Second Level Eligibility		Tacloban C
22	Senior Instrument Technician	72	11	2,0179.00	High School Grad. Or Completion of relevant Vocational/trade course	2 yr. of relevant experience	8 hrs. of relevant training	Equipment Technician (MCI, s.96-Cat. II)		Tacloban C
23	Public Relations Assistant A	111	10	1,8718.00	Completion of two yrs studies in College	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) First Level Eligibility		Tacloban C
24	Forestry Assistant A	113	10	1,8718.00	Completion of two yrs studies in College	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) First Level Eligibility		Pastrana, L
25	Data Encoder Controller	115	10	1,8718.00	Completion of two yrs studies in College or High Grad. With relevant vocational/trade course	2 yrs. of relevant experience	8 hrs. of relevant training	Career Service(SubProf) Data Encoder(MCI, s.96-Cat. I) First Level Eligibility		Tacloban C

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LEYTE FIELD OFFICE I

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of
					Education	Training	Experience	Eligibility		
26	Senior Water/Sewerage Maintenance Man B	75	10	18,718.00	Elementary School Graduate	2 yr. of relevant experience	8 hrs. of relevant training	None required (MCII, s.96-Cat.III)		Tacloban
27	Computer Operator	139	9	17,473.00	Completion of two yrs studies in College	1 yr. of relevant experience	4 hrs. of relevant training	Career Service(SubProf) Data Encoder(MCII,s.96-Cat.I) First Level Eligibility		Tacloban
28	Procurement Assistant A	209	9	17,473.00	Completion of two yrs studies in College	1 yr. of relevant experience	4 hrs. of relevant training	Career Service(Prof) Second Level Eligibility		Tacloban
29	Water/Sewerage Maint. Man A	59	8	16,282.00	Elementary School Graduate	1 yr. of relevant experience	4 hrs. of relevant training	None required (MCII, s.96-Cat.III)		Tacloban
30	Water Maintenance Man A (Disco-recon)	78	8	16,282.00	Elementary School Graduate	1 yr. of relevant experience	4 hrs. of relevant training	None required (MCII, s.96-Cat.III)		Tacloban
31	Water/Sewerage Maint. Man A	61	8	16,282.00	Elementary School Graduate	1 yr. of relevant experience	4 hrs. of relevant training	None required (MCII, s.96-Cat.III)		Tacloban
32	Data Encoder	45	7	15,254.00	Completion of two yrs studies in College or High Grad. With relevant vocational/trade course	None required	None required	Career Service(SubProf) Data Encoder(MCII,s.96-Cat.I) First Level Eligibility		Tacloban
33	Water/Sewerage Maint. Man B	40	6	14,340.00	Elementary School Graduate	1 yr. of relevant experience	4 hrs. of relevant training	None required (MCII, s.96-Cat.III)		Tacloban
34	Water Resource Facilities Tender	102	5	13,481.00	Elementary School Graduate	None required	None required	None required		Pastrana
35	Water Resource Facilities Tender	229	5	13,481.00	Elementary School Graduate	None required	None required	None required		Dagami.
36	Carpenter A	221	5	13,481.00	Elementary School Graduate	None required	None required	Carpenter (MCII, s.96-Cat.I)		Tacloban

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LEYTE METROPOLITAN WATER DISTRICT

Request for Publication of Vacant Positions

No.	Position Title	Plantilla Item No.	Salary / Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment
					Education	Training	Experience		
37	Driver	13	4	12,674.00	Elementary School Graduate	None required	None required	Drivers license (MCII.s.96-Cat. II)	Tacloban City
38	Utility Worker A	138	3	11,914.00	Must be able to read write	None required	None required	None required	Tacloban City

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **September 28, 2018**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.cisc.gov.ph;
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

PASTOR A. HOMERES

Acting General Manager

LMWD Compound, Brgy. 74, Nulatula, Tacloban City

pr@lmwd.gov.ph