

Electronic copy to be submitted to the CSC FO must be in MS Excel format

Republic of the Philippines
MAASIN WATER DISTRICT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MAASIN WATER DISTRICT in the CSC website:



JENET C. CORTEL

In-Charge on HR Matters-Designate

Date: 17-Oct-19

| No. | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | Place of Assignment |
|-----|---|--------------------|------------------------|----------------|--|------------------------------|--------------------------------|---|---------------------|
| | | | | | Education | Training | Experience | Eligibility | |
| 1 | ENGINEERING AIDE A | 21 | 6 | 14,847.00 | High School Graduate or Completion of relevant vocational/trade course | None Required | None Required | None Required (MC 11.s.96-Cat.III) | Maasin City |
| 2 | SENIOR WATER MAINTENANCE MAN-A | 37 | 12 | 22,938.00 | Elementary School Graduate | 8 hrs of relevant training | 2 years of relevant experience | None Required (MC 11.s.96-Cat.III) | Maasin City |
| 3 | PROPERTY/SUPPLY OFFICER B | 3 | 12 | 22,938.00 | Bachelors Degree | None Required | None Required | Career Service (Professional) Second Level Eligibility | Maasin City |
| 4 | CASHIER A | 10 | 16 | 33,584.00 | Bachelors Degree | 4 hours of relevant training | 1 year of relevant experience | Career Service (Professional) Second Level Eligibility | Maasin City |

Interested and qualified applicants, including PWDs are encouraged to signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than October 30, 2019.

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. Performance rating in the last rating period (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:

JENET C. CORTEL

In-Charge on HR Matters-Designate

Nasaug, Maasin City

maasinwd@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.