

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

Republic of the Philippines
BORONGAN 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 Borongan Water District in the CSC website:

ELVIRA A. HORCA

HRMO

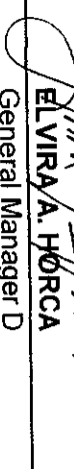
Date: 1-Jul-20

| No. | Position Title (Parenthetical Title, if applicable) | Plantilla Item No. | Salary/ Job/ Pay Grade | Monthly Salary | Qualification Standards | | | | Competency (if applicable) | Place of Assignment |
|-----|--|--------------------|------------------------|----------------|---------------------------------------|-------------------------|--------------------------|-----------------------------|----------------------------|-------------------------|
| | | | | | Education | Training | Experience | Eligibility | | |
| 1 | Corporate Budget Analyst B | 3 | 12 | 22,938.00 | Bachelor's Degree relevant to the job | 4 hrs relevant training | 1 yr relevant experience | Career Service Professional | High | Borongan Water District |
| 2 | Utilities/Customer Service Assistant E | 8 | 4 | 13,214.00 | college Education | Non required | Non required | Sub-professional | Moderate | |
| 3 | Engineering Aide B | 21 | 4 | 13,214.00 | High School Graduate | Non Required | Non Required | Non Required | Moderate | |
| 4 | Plantilla Casuals | | | | | | | | | |

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 _____.

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:


ELVIRA A. HORCA
General Manager D
Borongan Water District
boronganwaterdistrict16@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.