

Republic of the Philippines  
Calbayog City 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 Calbayog City Water District in the CSC website:

**ENGR. RODOLFO A. TAN**  
Acting General Manager

Date: 23-Jan-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	Competency (if applicable)	
1	Corporate Budget Specialist A	38	18	P38 085.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Delivering Service Excellence & Speaking Effectively	Calbayog City Water District
2	Senior Utilities/Customer Services Officer	50	18	P38 085.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Delivering Service Excellence & Speaking Effectively	Calbayog City Water District
3	Nothing follows									
4										
5										

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 **February 1, 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](http://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.

NOTE : This office highly encourage all interested and qualified applicants including persons with disability (PWD), members of indigenous communities and cultural minorities.

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

**ENGR. RODOLFO A. TAN**  
Acting General Manager  
Calbayog City Water District  
[ccwd\\_87@yahoo.com](mailto:ccwd_87@yahoo.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.