

Republic of the Philippines  
**CALBIGA 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 CALBIGA WATER DISTRICT in the CSC website:

ENGR. LUIGI O. NACARIO  
(Head of Agency)

Date: 01-Oct-21

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	Cashiering Assistant	14	8	219012	Completion of two years college studies	4 hours of relevant training	1 year relevant experience	Career Service Sub-Professional/ First Level Eligibility	N/A	Calbiga, Samar
2	Administration Services Assistant C	15	8	219012	Completion of two years college studies	4 hours of relevant training	1 year relevant experience	Career Service Sub-Professional/ First Level Eligibility	N/A	Calbiga, Samar
3	Administration Services Aide	16	4	172800	Elementary School Graduate	None required	None Required	None Required (MC 11, s. 1996, as amended - Category III)	N/A	Calbiga, Samar
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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 October 16, 2021.

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 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:

ENGR. LUIGI O. NACARIO

General Manager

Brgy. 1 Sto Nino St. Calbiga, Samar

[calbigawaterdistrictofficial@gmail.com](mailto:calbigawaterdistrictofficial@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.