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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: 30-Jun-21

No.	Position Title (Parent/Thetical Title, if applicable)	Planilla Item No.	Salary/ Job Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment	
					Education	Training	Experience	Eligibility		Competency (if applicable)
1	DRIVER	9	4	14,400.00	Elementary School Graduate	None Required	None Required	None Required	None Required	Maasin City
2	ADMINISTRATION SERVICES AIDE	6	4	14,400.00	Elementary School Graduate	None Required	None Required	None Required	(MC 11.s.96-Cat.III)	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 July 14, 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;
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/mail 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.