

Republic of the Philippines  
METRO CARIGARA 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 Metro Carigara Water District in the CSC website:

  
MATERNO D. PROFETANA  
HRMO

Date: August 16, 2019

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	Customer Service Officer B	73	SG 14	Php 27,755.00	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service Professional/ Second Level eligibility		MCWD Carigara, Leyte

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 **August 26, 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. Photocopy of authenticated performance rating **in the last rating period** (if applicable);
3. Photocopy of authenticated certificate of eligibility/rating/license; and
4. Photocopy of authenticated Transcript of Records and diploma.

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

**Atty. REGIDOR V. CABALLES, CE**

General Manager

Metro Carigara Water District

[hr@metrocarigarawd.gov.ph](mailto:hr@metrocarigarawd.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.