

Republic of the Philippines
ALICIA WATER DISTRICT
Request for Publication of Vacant Positions

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

CSC
ISABELA FIELD OFFICE
RECEIVED

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of ALICIA WATER DISTRICT in the CSC website:

Control No.:
Date/Time: 6/1-2022/10:25
Received by: Isabelina B. Dona
Receiving Officer

ANAMARINA B. DONA

Designated HRMO

Date: June 1, 2022

No.	Position Title (Parenthical 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	Accounting Processor A	4	8	18,998.00	Completion of Two(2) years studies in college	Four(4) ^{ABD} hours of relevant training	One(1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Finance/ Commercial Section
2	Administration Services Assistant C	7	8	18,998.00	Completion of Two(2) years studies in college	Four(4) hours of relevant training	One(1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Finance/ Commercial Section
3	Corporate Budget Assistant	5	8	18,998.00	Completion of Two(2) years studies in college	Four(4) hours of relevant training	One(1) year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Finance/ Commercial Section
4	Industrial Relations Management Assistant A ^{Development ABD}	14	10	22,190.00	Completion of Two(2) years studies in college	Eight(8) hours of relevant training	Two(2) ^{ABD} year of relevant experience	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative/ General Services
5	Utilities/Customer Services Assistant D	15	6	16,877.00	Completion of Two(2) years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative/ General Services

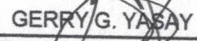
6	Water Resources Facilities Tender A	29	5	15,909.00	Elementary Graduate	None Required	None Required	None Required(MC 11 s. 96-Cat III)	N/A	Engineering Section
7	Water Resources Facilities Operator B	36	6	16,877.00	High School Graduate or Completion of relevant vocational/trade	None Required	None Required	Water Resources Facilities Operator(MC 11, s.96- Cat I)	N/A	Engineering Section
8	Water Resources Facilities Operator B	37	6	16,877.00	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Water Resources Facilities Operator(MC 11, s.96- Cat I)	N/A	Engineering Section
9	Water Resources Facilities Operator B	38	6	16,877.00	High School Graduate or Completion of relevant vocational/trade course	None Required	None Required	Water Resources Facilities Operator(MC 11, s.96- Cat I)	N/A	Engineering Section

Nothing Follows

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 June 15,2022.

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:


 GERRY G. YASAY
 Utilities/Customer Services Officer B
 Block 19/Lot 1 Munsayac Subdivision, Antonino, Alicia, Isabela
aliciawaterdistrict@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.