


Republic of the Philippines
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM
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 METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM in the CSC website:


LAURELYNN F. DELOS SANTOS
HRMO

Date: July 24, 2020

| 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 | Electrical Control Operator B | 103 | 14 | 27755 | High School Graduate or Completion of relevant vocational/trade course | 16 hours of relevant training | 3 years of relevant experience | Electrical Equipment Operator (-250 volts)(MC 11, s. 1996 as amended by CSC MC No. 10, s. 2013-Cat. II) | | Site Operations Mgt. Dept. |
| 2 | Records Officer A | 52 | 16 | 33584 | Bachelor's degree | 4 hours of relevant training | 1 year of relevant experience | Career Service (Professional)/Se cond Level Eligibility | | HRODL Department |

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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 August 3, 2020.

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;
4. Photocopy of Transcript of Records and
5. Photocopy of trainings and seminars.

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

ROMEO D. RODEROS

Deputy Administrator, Management Services Group/Chairperson-HRMPSB

4th Floor MWSS Bldg. Katipunan Road Balara Q.C.

hrcareers@mwss.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.