



Republic of the Philippine  
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM-CORPORATE OFFICE



### NOTICE OF VACANCIES

June 19, 2020

Sir/Madam:

The Metropolitan Waterworks and Sewerage System Corporate Office (MWSS-CO) is now accepting applicants (Contractual) for the Angat Water Transmission Improvement Project (AWTIP) for the Project Management Office (PMO) with the following qualifications:

No.	Position Title	Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment (Project)
					Education	Training	Experience	Eligibility	
1	Supervising Engineer A	C-024	18	40637	Bachelor's degree in Engineering relevant to the job	8 hours of relevant training	2 years of relevant experience	RA 1080	Angat Water Transmission Improvement Project (AWTIP)
1	Administrative Assistant V	C-027	11	20754	Completion of two-year studies in college or High School Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Relevant MC 11 s. 1996 Career Service (Sub-professional) / First Level Eligibility	Angat Water Transmission Improvement Project (AWTIP)
1	Driver Mechanic B	C-028	7	15738	High School Graduate or completion of Relevant vocational / trade course	None required	None required	MC 11, s. 1996 as amended- Cat. IV, Professional Driver's License	Angat Water Transmission Improvement Project (AWTIP)

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter (indicating the position applied for, item number and name of the project where the vacancy is) and send to the address below not later than June 30, 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](http://www.csc.gov.ph);
2. Authenticated copy of training and seminars attended ;
3. Performance rating in the present position for one (1) year (if applicable) ;
4. Photocopy of authenticated transcript of records;
5. Photocopy of authenticated diploma and /or certificate of graduation; and
6. Photocopy of authenticated copy of certificate of eligibility/bar or board rating/license;

**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 Quezon City  
[mwsshumanresource@gmail.com](mailto:mwsshumanresource@gmail.com)/[Hrcareers@mwss.gov.ph](mailto:Hrcareers@mwss.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

NOTE: Applicants must submit one (1) set of documents for every position being applied for. Applicants with incomplete submissions will not be processed. Further, only applicants who are shortlisted will be contacted. For inquiries, you may contact Ms. Emelda B. Codamon/Claudette P. Pascua at 9205422/9282252/4362174



**LAURELYNN F. DELOS SANTOS**

Manager, Human Resources Organizational Development and Learning Department