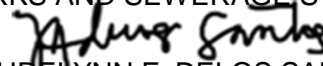


Republic of the Philippines  
**METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM**  
Request for Publication of Vacant Positions

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: April 12, 2021

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	Deputy Administrator	23	28	137195	Master's degree in Business Administration or Accountancy or Economics or Industrial/Management Engineering or Engineering related course or Bachelor of Laws	80 hours of managerial training and 40 hours training in advance courses, finance management/human resources management and/or general administration undertaken within the last 5 years	8 years experience in financial and/or operations management	Career Service (Professional)/ Second Level Eligibility/ RA 1080 (Bar or CPA)	Building collaborative, inclusive working relationships (superior); Managing Performance and coaching for results (superior); Leading Change (advanced); Thinking strategically and creatively (superior); Creating and nurturing a high performing organization (superior)	Office of the Deputy Administrator for Management Services Group

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 April 22, 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](http://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:

**ROMEO D. RODEROS**

Deputy Administrator, Management Services Group/Chairperson-HRMPSB

4th Floor MWSS Bldg. Katipunan Road Balara Quezon City

[Hrcareers@mwss.gov.ph](mailto:Hrcareers@mwss.gov.ph)

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