

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 26, 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	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)/Second Level Eligibility		HRODL Department

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 May 6, 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;
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:

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LAURELYNN F. DELOS SANTOS

Department Manager, Human Resources and Organizational Development & Learning Department
4th Floor MWSS Bldg. Katipunan Road Balara Quezon City

Hrcareers@mwss.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.