



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



NOTICE OF VACANCIES

July 6, 2020

Sir/Madam:

The Metropolitan Waterworks and Sewerage System Corporate Office (MWSS-CO) is now accepting applicants (Contractual) for the New Centennial Water Source Kaliwa Dam Project (NCWS-KDP) of 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	Senior Engineer A	C-013	16	P33,584.00	Bachelor's degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080	New Centennial Water Source-Kaliwa Dam Project (NCWSP-KDP)
1	Engineer A	C-014	14	P27,755.00	Bachelor's degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA 1080	New Centennial Water Source-Kaliwa Dam Project (NCWSP-KDP)
1	Administrative Assistant V	C-015	11	P20,179.00	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	New Centennial Water Source-Kaliwa Dam Project (NCWSP-KDP)



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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 July 17, 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. 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/info@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