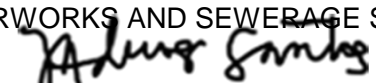


Republic of the Philippines  
**METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM**  
Request for Publication of Vacant Positions

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: November 17, 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	Deputy Administrator	96	28	137195	Bachelor's degree in Civil Engineering with Master's degree or Sanitary Engineering with Master's degree	80 hours of managerial training and 40 hours training in water and sewerage management,project management, policy interpretation and operations management	8 years experience in water and sewerage management , project management,policy interpretation and operations management	Career Service Professional /Second Level Eligibility/ RA 1080 (Civil Engineer/Sanitary Engineer)	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 Engineering and Technical Operations

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)	
2	Corporate Finance Services Chief A	36	22	65319	Bachelor's degree relevant to the job	24 hours of relevant training	4 years of relevant experience	Career Service (Professional)/Second Level Eligibility		Finance Accounting and Claims Control Division/Finance Department
3	Claims Control Analyst	45	15	30531	Bachelor's degree preferably in any of the following areas: Business Management, Business Administration, Finance/Accountancy, Economics or other allied courses	4 hours of relevant training preferably in audit and /or claims control	1 year experience in Financial Management/Operation	Career Service (Professional)/Second Level Eligibility		Finance Accounting and Claims Control Division/Finance Department
4	Procurement Officer A	56	16	33584	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional)/Second Level Eligibility		Operations Support Department

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)	
5	Project Development & Evaluation Officer	87	22	65319	Bachelor's degree in Industrial Engineering, Management Engineering or Engineering - related courses or related sciences	24 hours training in project development and management	4 years experience in project development and management	Career Service (Professional)/Second Level Eligibility		Technology Innovation and Research Development Division/Research and Standards Development 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 **November 27, 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. 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.**