



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



AJA18-0185

NOTICE OF VACANCIES

February 8,2021

Sir/Madam:

The Metropolitan Waterworks and Sewerage System Corporate Office (MWSS-CO) is now accepting applicants (Contractual) for the Project Management Office (PMO) for Support Services Group 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	Finance Officer B	C-006	20	P51,155.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional)/Second Level Eligibility	Support Services Group (SSP)
1	Principal Engineer C	C-011	20	51,155.00	Bachelor's degree in Engineering relevant to the job	16 hours of relevant training	3 years of relevant experience	RA 1080	New Centennial Water Source-Kaliwa Dam Project(NCWSP-KDP)

2 Total

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 **19 February 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. Authenticated copy of training and seminars attended ;

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 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

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/Nathaniel Jon B. Bautista at 9205422/9282252.


LAURELYNN F. DELOS SANTOS

Manager, Human Resources Organizational Development and Learning Department