

Republic of the Philippines
GENERAL MARIANO ALVAREZ WATER DISTRICT
Request for Publication of Vacant Position

RECEIVED
12 FEB 2018

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of GMA Water District in the CSC website


JULIET M. NACITA

General Manager

Date:

February 12, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					
					Educator	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Clerk Processor B	47	6	172,080.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative Division
2	Customer Service Assistant C	12	8	195,384.00	Completion of two years studies in college	One (1) year of relevant experience	Four (4) hours of relevant training	Career Service (Subprofessional) First Level Eligibility	N/A	Customer Services Division
3	Customer Service Assistant E	56	4	152,088.00	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional) First Level Eligibility	N/A	Customer Accounts Division
4	Senior Water Maintenance Man A	77 & 109	12	265,788.00	Elementary School Graduate	Two (2) years of relevant experience	Eight (8) hours of relevant training	None Required (MC 10 s. 2013)	N/A	Water Systems Maintenance Division
5	Water Maintenance Man A	24	8	195,384.00	Elementary School Graduate	One (1) year of relevant experience	Four (4) hours of relevant training	None Required (MC 10 s. 2013)	N/A	Water Systems Maintenance Division
6	Water Maintenance Man C	113	4	152,088.00	Elementary School Graduate	None Required	None Required	None Required (MC 10 s. 2013)	N/A	Water Systems Maintenance Division

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 **February 28, 2018**.

- 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 present position for one (1) year (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:

Juliet M. Nacita

General Manager

General Mariano Alvarez Water District

gmawaterdistrict@yahoo.co.in

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.