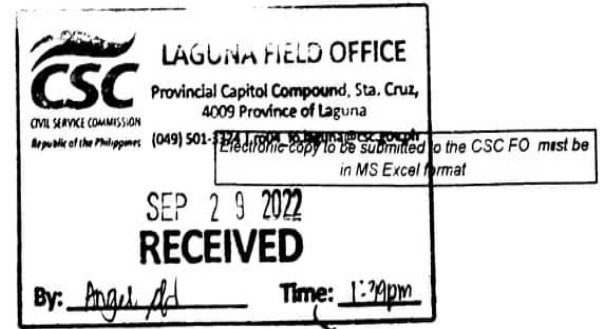


Republic of the Philippines
CALAMBA WATER DISTRICT
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

In line with the recategorization, we hereby request the publication of the following positions, which are authorized to be filled, at the CALAMBA WATER DISTRICT," in the CSC website:

EXEQUIELA AGUILAR, JR
General Manager A

Date: September 29, 2022

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	Customer Service Officer A	164	16	38,150.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	CSC (Professional (Second Level Eligibility)		Commercial Department
2	Customer Service Officer B	165	14	32,321.00	Bachelor's Degree	4 hours of relevant training	1 year of relevant experience	CSC (Professional (Second Level Eligibility)		Commercial Department
3	Sr. Water Utilities Management Officer	331	18	45,203.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	CSC (Professional (Second Level Eligibility)		Operations Department
4	Sr. Water Resources Facilities Operator B	365	9	20,402.00	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Water Resources Facilities Operator (MC 10, s. 2013 - Cat II)		Operations Department
5	Water Maintenance Man B	258	6	16,877.00	Elementary School Graduate	none required	none required	none required (MC 10, S. 2013 Cat.III)		Technical Services Department
6	Secretary B	96	7	17,899.00	Completion of two years studies in college	none required	none required	CSC Sub-Professional		Finance Department

7	Financial Specialist	102	15	35,097.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 year of relevant experience	CSC (Professional (Second Level Eligibility))	Finance/Accounting 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 October 8, 2022

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. Original/authenticated Certificate Live Birth issued by the Philippine Statistic Authority
4. Original/authenticated Diploma/Transcript of Records
5. Original/authenticated Certificate of eligibility/rating/license; and
6. Original Certificate(s) of Training Completion
7. Original Certificate of Awards received, if any
8. Authenticated Service Record for non-employees of Calamba Water District

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

EXEQUIEL A. AGUILAR, JR.
General Manager A
Lakeview Subd., Halang, Calamba City
0437100000

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

