

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

LAGUNA FIELD OFFICE
Provincial Capital Corporation, Sta. Cruz, Laguna
Electronic copy to be submitted to the CSC FO: must be in MS Excel format
01-3324 | m04 | @csc.gov.ph
JAN 03 2023
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By: Angel del Time: 2:30pm

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.

EXEQUIEL A. AGUILAR, JR.
General Manager A

Date: January 3, 2023

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	Department Manager A	123	26	113,891.00	Master degree OR Certificate in Leadership and Management from the CSC	40 hours of supervisory/management learning and development intervention undertaken within the last 5 years	4 years of supervisory/management experience	CSC Professional/Second Level Eligibility		Commercial 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 January 13, 2023

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 mpm-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
calambawaterdistrict@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.