

Republic of the Philippines
MANOLO FORTICH WATER DISTRICT
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of MANOLO FORTICH WATER DISTRICT in the CSC website:

ENGR. ROGELIO K. PANGAN

(Head of Agency)

Date:

1/13/2023

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATION SERVICES ASSISTANT C	9	8/1	18998	COMPLETION OF 2 YEARS STUDIES IN COLLEGE	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	N/A	ADMINISTRATIVE AND GENERAL SERVICES DIVISION
2	WATER/SEWERAGE MAINTENANCE MAN A	22	8/1	18998	ELEMENTARY SCHOOL GRADUATE	4 HOURS OF RELEVANT TRAINING	1 YEAR OF RELEVANT EXPERIENCE	NONE REQUIRED (MC 11, s. 96 - CAT. III)	N/A	FINANCE AND COMMERCIAL DIVISION
3	ACCOUNTING PROCESSOR B	24	6/1	16877	COMPLETION OF 2 YEARS STUDIES IN COLLEGE	NONE REQUIRED	NONE REQUIRED	CAREER SERVICE (SUBPROFESSIONAL) FIRST LEVEL ELIGIBILITY	N/A	FINANCE AND COMMERCIAL DIVISION
4	WATER RESOURCES FACILITIES OPERATOR B	55	6/1	16877	HIGH SCHOOL GRADUATE OR COMPLETION OF RELEVANT VOCATIONAL/TRADE COURSE	NONE REQUIRED	NONE REQUIRED	WATER RESOURCES FACILITIES OPERATOR (MC 11,s. 96 - CAT. I)	N/A	PRODUCTION AND WATER QUALITY DIVISION
5	WATER RESOURCES FACILITIES TENDER A	56	5/1	15909	ELEMENTARY SCHOOL GRADUATE	NONE REQUIRED	NONE REQUIRED	NONE REQUIRED (MC 11, s. 96 - CAT. III)	N/A	PRODUCTION AND WATER QUALITY 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 January 24, 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 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:

ENGR. ROGELIO K. PANGAN

General Manager

A. Ditona St. Tankulan, Manolo Fortich, Bukidnon

mfwd.hrmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

