

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



Electronic copy to be submitted to the CSC FO must be in MS Excel format

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DINALUPIHAN WATER DISTRICT

Action Officer:
in the CSC website
Designation: Administrative Aide IV
Unique ID No.: R38T

VIRGILIO P. MANALILI
General Manager B

Date: June 14, 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	Accounting Processor B	96	6	16877	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional)		
2	Clerk-Processor B	97	6	16877	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional)		
3	Customer Service Assistant D	98	6	16877	Completion of two years studies in college	None Required	None Required	Career Service (Subprofessional)		
4	Division Manager B	15	23	78455	Bachelor's Degree	24 hours of relevant training	4 years of relevant experience	Career Service (Professional)		
5	Water Maintenance Man B	99	6	16877	Elementary School Graduate	None Required	None Required	None required (MC 10, s. 2013 - Cat. III)		
6	Water Maintenance Man C	86	4	14993	Elementary School Graduate	None Required	None Required	None required (MC 10, s. 2013 - Cat. III)		
7	Water Maintenance Man C	87	4	14993	Elementary School Graduate	None Required	None Required	None required (MC 10, s. 2013 - Cat. III)		
8	Water Resources Facilities Tender B	74	4	14993	Elementary School Graduate	None Required	None Required	None required (MC 10, s. 2013 - Cat. III)		
9										
10										

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 June 24, 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. 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:

JUDY N. PIEGA
Department Manager B/ Highest Ranking HRMO
Kataasan, Dinalupihan, Bataan
dwd.recruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.