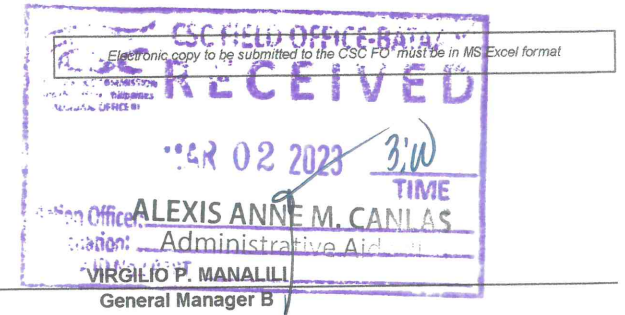


Republic of the Philippines  
**DINALUPIHAN WATER DISTRICT**  
Request for Publication of Vacant Positions



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 in the CSC website:

Date: March 02, 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	Financial Planning Specialist B	16	18	46725	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	•Solving Problems and Decision-Making •Managing Information •Planning and Delivering	
2	Administrative/ General Services Officer B	17	14	33843	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	•Managing Information •Delivering Service Excellence •Transparency	
3	Cashier A	21	16	39672	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	•Exemplifying Integrity •Analytical Thinking •Transparency	
4	Customer Service Officer A	27	16	39672	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	•Demonstrating Personal Effectiveness •Good verbal and writing skills •Analytical skills	
5	Water Maintenance Man C	103	4	15586	Elementary school graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	•Plumbing •Repair and Maintenance •Ability to communicate effectively	
6	Water Maintenance Man C	104	4	15586	Elementary school graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	•Plumbing •Repair and Maintenance •Ability to communicate effectively	
7	Water Maintenance Man C	105	4	15586	Elementary school graduate	None required	None required	None required (MC 10, s. 2013- Cat. III)	•Plumbing •Repair and Maintenance •Ability to communicate effectively	
8										
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 March 12, 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](http://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:

  
JUVYN N. PIEGA  
Department Manager B/ Highest Ranking HRMO  
Kataasan, Dinalupihan, Bataan  
[dwd.recruitment@gmail.com](mailto:dwd.recruitment@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**