

Republic of the Philippines
VICTORIAS 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 VICTORIAS WATER DISTRICT in the CSC website:

Engr. Abraham J. de Dios, Jr.

Date: 28 Oct-24

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	Utility Worker A	VCWD-2013-010	3	15265	Must be able to read and write	None Required	None Required	None Required (MC 11, s 96 - Cat. III)	N/A	Administrative, Finance and General Services Division
2	Water Maintenance Man A	VCWD-2013-027	8	20534	Elementary School Graduate	4 hours of relevant training	1 year of relevant experience	None Required (MC 11, s 96 - Cat. III)	N/A	Engineering, Construction, Production and Water Quality Division
3	Property Assistant B	VCWD-2013-006	8	20534	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative, Finance and General Services Division
4	Administrative Services Assistant A	VCWD-2013-005	12	30705	Completion of two years studies in college	2 years of relevant experience	8 hours of relevant training	Career Service (Subprofessional) First Level Eligibility	N/A	Administrative, Finance and General Services Division
5	Customer Services Officer B	VCWD-2013-014	14	35434	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	N/A	Commercial Division
6	Water Utilities Development Officer A	VCWD-2013-024	16	41616	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	N/A	Engineering, Construction, 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 November 11, 2024.

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:

Engr. Abraham J. de Dios, Jr.
General Manager C
Quirino St., Victorias City Negros Occidental
victoriacitywd@yahoo.com.ph

"We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to age, sex, sexual orientation and gender identity, civil status, religion, ethnicity, political affiliation, disability status or any other characteristic protected by law."

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.