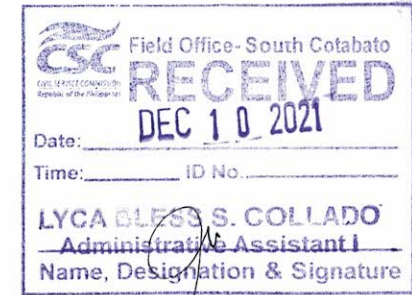


Republic of the Philippines
CITY OF KORONADAL WATER DISTRICT
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the CITY OF KORONADAL WATER DISTRICT in the CSC website:

Amy P. Aguirre
HRMO

Date: December 9, 2021

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	Secretary A	3	9	Php 19,593	Completion of two years studies in college	4 hrs of relevant training	1 year of relevant experience	Career Service (subprofessional) 1st Level		General Manager's Office
2	Senior Water Maintenance Man B	17	10	Php 21,205.00	Elementary School Graduate	8 hrs of relevant training	2 years of relevant experience	None Required (MC 10 s. 2013 Cat. III)		General Services Division/ AGS Department
3	Engineering Assistant B	20	8	Php 18,251.00	Completion of two years studies in college	4 hrs of relevant training	1 year of relevant experience	Career Service (subprofessional) 1st Level		General Services Division/ AGS Department
4	Accounting Processor A	27	8	Php 18,251.00	Completion of two years studies in college	4 hrs of relevant training	1 year of relevant experience	Career Service (subprofessional) 1st Level		Accounting, Budget & Cash Mangt. Division/ Finance & Commercial Department

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)	
5	Accounting Processor B	30	6	Php 16,200.00	Completion of two years studies in college	None Required	None required	Career Service (subprofessional) 1st Level		Accounting, Budget & Cash Mangt. Division/ Finance & Commercial Department
6	Senior Customer Service Officer AK	36	18	Php 43,681.00	Bachelor's Degree	8 hrs of relevant training	2 years of relevant experience	Career Service (Professional) Second Level		Customer Accounts & Services Division/ Finance & Commercial Department
7	Industrial Relations Development Officer A	6	15	Php 33,575	Bachelor's Degree	4 hrs of relevant training	1 year of relevant experience	Career Service (Professional) Second Level		Admin. & Human Resource Division/ Administrative & General Services 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 **December 9, 2021.**

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.

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
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QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

AMY P. AGUIRRE

Division Manager B

City of Koronadal Water District

Blk. 1 Casa Subdivision City of Koronad.

9506 South Cotabato

ckwdhrd@gmail.com

APPLICATION LETTER MUST CONTAIN THE POSITION BEING APPLIED FOR AND ADDRESSED TO:

MR. REY J. VARGAS

General Manager

City of Koronadal Water District

Blk. 1 Casa Subdivision, Brgy. Zone III

City of Koronadal, 9506 South Cotabato

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Note: CKWD highly encourages application from qualified Person With Disabilities (PWD) Candidates, members of Indeneous Communities (IP'S), and those from any sexual Orientation, Gender, Identity and Expression (SOGIE), Civil Status, Religion, Ethnicity or Political affiliation and Social Origin.