

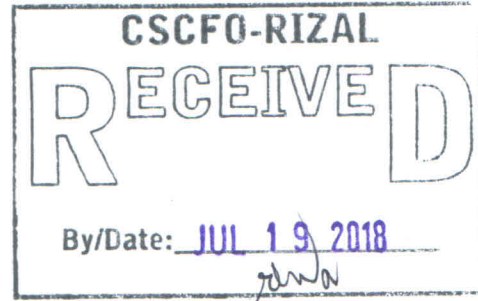


Republic of the Philippines
TERESA WATER DISTRICT
Omega Subdivision San Gabriel, Teresa, Rizal
Email address: terwd@yahoo.com
Tel No: 502-3624 / 09178611706

July 18, 2018

DIR. NEL SHERWIN A. CARNETES
Director II, CSFO 4 - Rizal
CSC, Cainta, Rizal

Sir:



Respectfully submitted the request for publication of the position:

- | | | |
|------------------------------------------|---|-----------------------------------------------------|
| 1. Sr. Accounting Processor B | - | Administrative, Finance & General Services Division |
| 2. Water Resources Facilities Operator B | - | Engineering & Production Division |
| 3. Water Resources Facilities Operator C | - | Engineering & Production Division |
| 4. Water Maintenance Man C | - | Engineering & Production Division |

--- nothing follows ---

Respectfully yours,


MARNELLE D. MAALA-REYES
General Manager

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

CSCFO-RIZAL
RECEIVED

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

must

To: **CIVIL SERVICE COMMISSION (CSC)**

of the following vacant positions of **TERESA WATER DISTRICT** in the CSC website:

By/Date: Jul 19 2018
[Signature]

MARNELLE D. MAALA-REYES

(Head of Agency)

Date: July 18, 2018

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	Sr. Accounting Processor B	7	10	18,217.00	Bachelor's Degree relevant to the job	8 hours	2 years	Career Service (Subprofessional) First Level Eligibility	> Personal Credibility, Stress Management, Thoroughness	Finance Section
2	Water Resources Facilities Operator B	12	6	13,851.00	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Water Resources Facilities Operator (MC 10, s. 2013-Category II)	Diagnostic Information Gathering	Production Section
3	Water Resources Facilities Operator C	25	4	12,155.00	High School Graduate or Completion of relevant vocational/trade course	None required	None required	Water Resources Facilities Operator (MC 10, s. 2013-Category II)	None Required	Production Section
4	Water Maintenance Man C	20	4	12,155.00	Elementary School Graduate	None required	None required	Water Maintenance Man C (MC 10, s. 2013-Category III)	None required	Maintenance Section
---nothing follows ---										

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 **July 31, 2018**.

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:

JEHAN-MAY A. BAUTISTA
Admin. Services Aide/HR
Omega Subdivision, San Gabriel, Teresa, Rizal
terwd@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.