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

SENIOR INDUSTRIAL RELATIONS MANAGEMENT OFFICER (SIRMO)-A

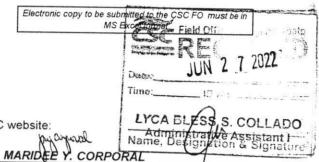
Date:

23 JUNE 2022

No.	Position Title	Parenthetical Title, if	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Т
					Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Administration Services Assistant C	12	8	Php18,998.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub Professional) First Level Eligibility	Delivering Service Excellence; Records Management, Service Delivery and Pays Attention to Details	Administrative
2	Cashiering Assistant	135	8	Php18,998.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub Professional) First Level Eligibility	Delivering Service Excellence; Exemplifying Integrity, Cash Management, Customer Focus	Finance Division
	Project Planning and Development Assistant B	158	8	Php18,998.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Sub Professional) First Level Eligibility	Delivering Service Excellence; Attention to Communication, Records Management and Pays Attention to Details	Engineering and Operations Division
	XXX NOTHING FOLLOWS XXX									

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 7, 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:

ENGR. ANDRESITO J. DEGILLA General Manager B National Highway, Polomolok South Cotabato pol wd@yahoo.com.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

The Polomolok Water District values diversity in the workplace and encourages qualified men and women to apply regardless of religion, sex, gender, ethnicity and physical disability.