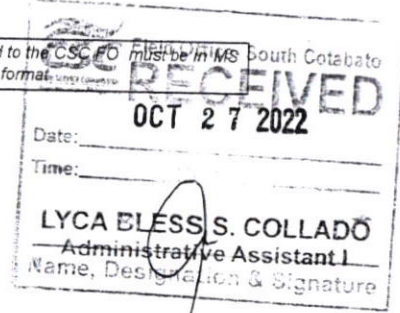


Republic of the Philippines
POLOMOLOK WATER DISTRICT
Request for Publication of Vacant Positions

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 POLOMOLOK WATER DISTRICT in the CSC website:

my capital
MARIDEE Y. CORPORAL

SENIOR INDUSTRIAL RELATIONS MANAGEMENT OFFICER (SIRMO)-A

Date: 26 October, 2022

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	Computer Services Programmer B	11	14	Php32,321.00	Bachelor's Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Delivering Service Excellence; Programming, Attention to Details and Risk Assurance Management, Security and Information Assurance	Office of the General Manager - MIS Section
2	Supervising Data Encoder-Controller	113	13	Php29,798.00	Completion of 2 years studies in College or high school graduate with relevant vocational / trade course	16 hours of relevant training	3 years of relevant experience	Career Service (Subprofessional) First Level Eligibility	Delivering Service Excellence; Programming, Attention to Details and Database Application	Office of the General Manager - MIS Section
	XXXNOTHING 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 **(09 November, 2022)**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and accomplished Work Experience Sheet 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 Cotabat
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.