

**Republic of the Philippines  
METRO ROXAS WATER DISTRICT  
Request for Publication of Vacant Positions**

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of **METRO ROXAS WATER DISTRICT** in the CSC website:

**ENGR. GONZALO GLEN B. DELGADO**

General Manager B

Date: September 22, 2017

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Experience	Training	Eligibility	Competency (if applicable)	
1	<b>INFORMATION OFFICER A</b>	MRWD-2015-011	15	P330,780.00	Bachelor's Degree	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility	N/A	MRWD Main Office, Roxas City
2	<b>INDUSTRIAL RELATIONS MANAGEMENT ASSISTANT B</b>	MRWD- 2015-023	8	P189,816.00	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	MRWD Main Office, Roxas City
3	<b>SENIOR CORPORATE ACCOUNTANT A</b>	MRWD- 2015-053	18	P428,316.00	Bachelor's degree in Commerce/Business Administration major in Accounting	2 years of relevant experience	8 hours of relevant training	RA 1080	N/A	MRWD Main Office, Roxas City
4	<b>SUPPLY ASSISTANT B</b>	MRWD- 2015-032	8	P189,816.00	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	MRWD Main Office, Roxas City
5	<b>CORPORATE BUDGET SPECIALIST A</b>	MRWD- 2015-062	18	P428,316.00	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility	N/A	MRWD Main Office, Roxas City

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6	<b>CUSTOMER SERVICE ASSISTANT B</b>	MRWD- 2015-092	10	P218,604.00	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	MRWD Main Office, Roxas City
7	<b>CUSTOMER SERVICE ASSISTANT B</b>	MRWD- 2015-094	10	P218,604.00	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	MRWD Main Office, Roxas City
8	<b>PROJECT PLANNING &amp; DEVELOPMENT OFFICER A</b>	MRWD- 2015-106	15	P330,780.00	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	MRWD Main Office, Roxas City

Interested and Qualified Applicants should signify their interest in writing. Attached the following documents to the application letter and send to the address below not later than **October 12, 2017**.

**PLEASE SUBMIT THE FOLLOWING:**

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](http://www.csc.gov.ph);
2. Performance rating in the present position for one (1) year (if applicable);
3. Certified Photocopy of certificate of eligibility/rating/license; and
4. Certified Photocopy of Transcript of Records.

**QUALIFIED APPLICANTS** are advised to hand in or send through courier their application to:

**ENGR. GONZALO GLEN B. DELGADO**

General Manager B

MRWD Bldg., Km. 1., Roxas City

[mrwdhr1976@yahoo.com](mailto:mrwdhr1976@yahoo.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**

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