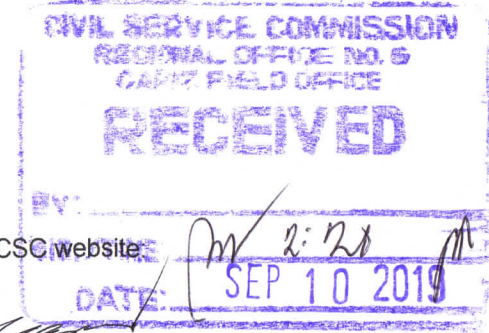


Republic of the Philippines  
METRO ROXAS WATER DISTRICT  
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the METRO ROXAS WATER DISTRICT in the CSC website.

*Elita M. Francisco*  
ELITA M. FRANCISCO  
Division Manager B

Date: September 10, 2019

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	SENIOR CUSTOMER SERVICE OFFICER	MRWD-2015-070	18	40637	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Customer Services Division, MRWD Main Office, Roxas City
2	CUSTOMER SERVICE ASSISTANT C	MRWD-2015-077	8	16758	Completion of two years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (SubProfessional) First Level Eligibility	N/A	Customer Services Division, MRWD Main Office, Roxas City
3	SENIOR PLANT ELECTRICIAN	MRWD-2015-166	14	27755	High School Graduate or Completion of relevant vocational/trade course	16 hours of relevant training	3 years of relevant experience	RA 1080 (250 volts and above)	N/A	Water Resources Division, Water Treatment Plant Brgy. Salocon, Panitan, Capiz
4	WATER RESOURCES FACILITIES OPERATOR A	MRWD-2015-171	8	16758	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	N/A	Water Resources Division, Water Treatment Plant Brgy. Salocon, Panitan, Capiz
5	WATER RESOURCES FACILITIES OPERATOR A	MRWD-2015-172	8	16758	High School Graduate or Completion of relevant vocational/trade course	4 hours of relevant training	1 year of relevant experience	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	N/A	Water Resources Division, Water Treatment Plant Brgy. Salocon, Panitan, Capiz

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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6	<b>WATER RESOURCES FACILITIES OPERATOR A</b>	<b>MRWD-2015-174</b>	<b>8</b>	<b>16758</b>	<b>High School Graduate or Completion of relevant vocational/trade course</b>	<b>4 hours of relevant training</b>	<b>1 year of relevant experience</b>	<b>Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)</b>	<b>N/A</b>	<b>Water Resources Division, Water Treatment Plant Brgy. Salocon, Panitan, Capiz</b>
7	<b>WATER MAINTENANCE MAN A</b>	<b>MRWD 2015-138</b>	<b>8</b>	<b>16758</b>	<b>Elementary School Graduate</b>	<b>4 hours of relevant training</b>	<b>1 year of relevant experience</b>	<b>None required (MC 11, s. 96 - Cat. III)</b>	<b>N/A</b>	<b>Construction and Maintenance Division, MRWD Main Office, Roxas City</b>

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 **September 30, 2019**.

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 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:

**ELITA M. FRANCISCO**

Division Manager B

MRWD Building, Kilometer 1., Roxas City

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

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