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must be in MS Excel format

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

JOMARISOL M. ELARCOSA
HRMO

Date: August 25, 2023

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	Administrative Services Aide	17	4	15586	Elementary School Graduate	None Required	None Required	None Required (MC 10, s. 2013-Cat. III)	N/A	Financial Management

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 4, 2023.

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. ISAGANI D. DACANAY
General Manager
Poblacion, Mapandan, Pangasinan
mapandan_water_district2006@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.