

Republic of the Philippines  
QUEZON 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 the Quezon Water District in the CSC website:

**RAFAEL H. FRANCISCO**

(Head of Agency)

Date: January 30, 2018

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Annual Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Utilities/Customer Service Assistant C	16	8/1	195,384.00	Completion of Two (2) years studies in College	4 hrs of relevant training	1 year of relevant experience	CS Sub-Professional		Quezon Water District, Quezon, Bukidnon
2	Accounting Processor A	17	8/1	195,384.00	Completion of Two (2) years studies in College	4 hrs of relevant training	1 year of relevant experience	CS Sub-Professional		Quezon Water District, Quezon, Bukidnon
3	Accounting Processor B	18	6/1	172,080.00	Completion of Two (2) years studies in College	None Required	None Required	CS Sub-Professional		Quezon Water District, Quezon, Bukidnon

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 **March 02, 2018**.

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. 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:

**RAFAEL H. FRANCISCO**

General Manager

Old Municipal Bldg., Blgy. 3, Poblacion, Quezon, Bukidnon

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

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