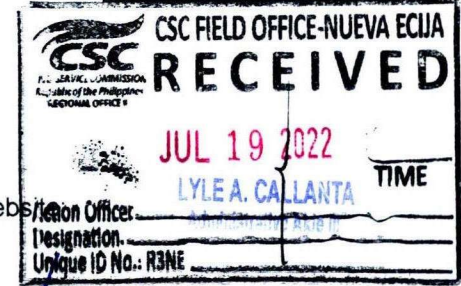


Republic of the Philippines  
**TALAVERA WATER DISTRICT**  
Request for Publication of Vacant Positions

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 TALAVERA WATER DISTRICT in the CSC website.

ROWENA N DELA CRUZ  
Acting HRMO

Date:

July 19, 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	Accounting Processor B	20	6	16,877	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility		Talavera Water District
2	Administrative Services Aide	21	4	14,993	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
3	Administrative Services Aide	22	4	14,993	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
4	Administrative Services Aide	23	4	14,993	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
5	Administrative Services Aide	24	4	14,993	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
6	Administrative Services Aide	25	4	14,993	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
7	Cashiering Assistant	19	8	18,998	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Subprofessional) First Level Eligibility		Talavera Water District
8	Courier	30	2	13,305	Elementary School Graduate	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
9	Driver	85	4	14,993	Elementary School Graduate	None required	None required	Driver License (MC II, s. 96 - Cat. II)		Talavera Water District
10	Plumber C	39	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
11	Plumber C	41	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District



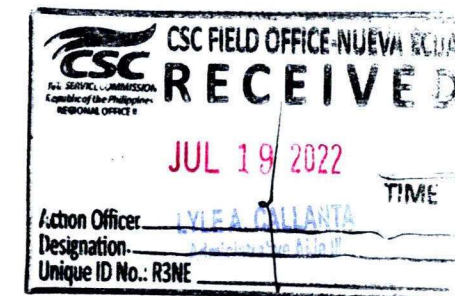
12	Plumber C	95	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
13	Plumber C	96	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
14	Plumber C	97	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
15	Plumber C	98	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
16	Plumber C	99	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
17	Plumber C	100	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
18	Plumber C	101	3	14,125	Elementary School Graduate	None required	None required	Pipefitter or Plumber (MC II, s. 96 - Cat. I)		Talavera Water District
19	Senior Water Maintenance B	62	10	22,190	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	None required (MC II, s. 96 - Cat. III)		Talavera Water District
20	Utility Worker A	14	3	14,125	Must be able to read and write	None required	None required	None required (MC II, s. 96 - Cat. III)		Talavera Water District
21	Water Resources Facilities Operator B	50	6	16,877	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	Water Resources Facilities Operator (MC II, s. 96 - Cat. I)		Talavera Water District

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 July 29, 2022.

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:

ROWENA N DELA CRUZ  
 Acting HRMO  
 042 Diaz St., Bag-asa Dist., Talavera, N E  
[finance@talaverawd.com](mailto:finance@talaverawd.com)



APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.