

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: _____
August 05 2022

No.	Position Title (Parentetical 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	Data Encoder	33	7	17,899	Completion of two years studies in College or High School Graduate with relevant vocational/ trade course	None required	None required	None required	Career Service (Subprofessional) Data Encoder (MC 11, s.96 - Cat I) First Level Eligibility	Talavera Water District
2	Water Resources Facilities Operator C	53	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
3	Water Resources Facilities Operator C	54	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
4	Water Resources Facilities Operator C	55	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
5	Water Resources Facilities Operator C	56	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
6	Water Resources Facilities Operator C	57	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
7	Water Resources Facilities Operator C	58	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
8	Water Resources Facilities Operator C	59	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
9	Water Resources Facilities Operator C	60	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
10	Water Resources Facilities Operator C	61	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required	Water Resources Facilities Operator (MC 11, s. 96 - Cat. I)	Talavera Water District
11	Water Maintenance Man C	75	4	14,993	Elementary School Graduate	None required	None required	None required	None required (MC 11, s. 96 - Cat. III)	Talavera Water District

12	Water Maintenance Man C	76	4	14,993	Elementary School Graduate	None required	None required	None required (MC 11, s. 96 - Cat. III)	Talavera Water District
13	Painter B	84	3	14,125	Elementary School Graduate	None required	None required	Painter (MC 11, s. 96 - Cat. I)	Talavera Water District
14	Engineering Aide B	104	4	14,993	High School Graduate or Completion of relevant vocational/ trade course	None required	None required	None required (MC 11, s. 96 - Cat. III)	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 August 15, 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;
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, Pag-asa Dist, Talavera, N E
finance@talaverawd.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

