Electronic copy to be submitted to the CSC FO\_mustbe in MS Excel format

NUY U 8 2022

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## Republic of the Philippines BAGUIO CITY 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 BAGUIO CITY WATER DISTRICT in the CSC website:

ATTY. CHANELL DOLOR D. DE GUZMAN
RMD

November 7, 2022

_		Position Title		Salary/	Mandhi		Qui	Qualification Standards			
Z	0.	No. (Parenthetical Title, if applicable)	No.	Pay Grade	Salary	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
A	UDIT	AUDIT DIVISION									
						Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional/Second	1. Knowledge on Basic Utility	
									Level Eligibility	Auditing/ preparation of	
										audit report;	
										2. Knowledge on	1
_	2 0	Senior Internal Control	ת	10	AE 202 00					DBM Rules and	
	Þ (	Audit Section)	ō	ō	40,200.00					Guidelines;	Baguio City
	2	ran Occion)								3. Knowledge on	
										Practices;	
										4. Operations	
										Audit report	
										preparation and	
Г										analysis	

4 Inc		ω O R Ø	ν Ο R S	
Industrial Relations Management Officer B		Senior Industrial Relations Development Officer B	Supervising Industrial Relations Management Officer A	
28		26	25	
3		17	20	
29,798.00		41,508.00	55,799.00	
Bachelor's degree		Bachelor's degree		Bachelor's degree
None required		4 hours of relevant training		16 hours of relevant training
None required		1 year of relevant experience		3 year of relevant experience
Career Service Professional/Second Level Eligibility		Career Service Professional/Second Level Eligibility	Level Eligibility	Career Service Professional/Second
1. Knowledge in CSC Rules and Regulations and DBM Guidelines on Personnel Matters; 2. Effective Communication Skills; 3. Records Management; 4. Interpersonal	Management; 6. CSC Rules and DBM Guidelines on Personnel matters.	1. Values and Ethics; 2. Strategic Thinking; 3. Engagement; 4. Management Excellence; 5. Resource		1. Values and Ethics;
Baguio City		Baguio City	Baguio City	

	analysis; 4. Communication Skills	(0 \ 0.00								
Baguio City	System; 3. Financial report preparation and					2,000.00	7	Ç	Processor A	
	Collection					27 608 00	3	00	Senior Accounting	7
	Commercial									
	2. Knowledge in									
	COA Rules and	Professional) Second COA Rules and	experience	training	years studies in					
			200000000000000000000000000000000000000	o house of roloupst	Completion of two				FINANCE DIVISION	- NA
	Management									_
	Resource									
	5. Data &									
	Excellence;									
Baguio City	4. Management					55,799.00	20	62	Chief B	6
	3. Engagement:						3	}	Data Management	
	Thinking:	revel Eligibility								
	Culles,	Level Elicibility	experience							
	1. Values and	(Professional) Second Ethics:	experience	training	relevant to the job					
			2 warm of relevant	16 hours of rolowart	Bacholar's dorso	LECHNOLOGY DIVISION	IECHN	JNICATIONS	INFORMATION and COMMUNICATIONS	- N
	abilities									
	4. Interpersonal									
	Management;									
	ds									
	Skills; 3.									
Baguio City	Communication					30,087.00	0	30	Officer B	0
	2. Effective					25 007 00	7	36	Materials Procurement	
	and guidelines:									
	other	Level Eligibility								
	RA 9184 and	Professional/Second	experience	training						
	Knowledge in	Career Service	1 year of relevant	4 hours of relevant	Bachelor's degree					

10	9	œ
Senior Water Maintenance Man B (Water Distribution Section - Area 1)	Senior Water Utilities Management Officer (Electro Mechanical Section)	Water Resources Facilities Operator B
157	144	141 & 142
10	18	O
22,190.00	45,203.00	16,877.00
Elementary School Graduate	Bachelor's degree relevant to the job	High School Graduate or Completion of relevant vocational/trade course
8 hours of relevant training	8 hours of relevant training	None required
2 years of relevant experience	2 years of relevant experience	None required
None required (MC 10 s. 2013, Cat. III)	Career Service (Professional) Second the Technical Level Eligibility  Water District 2. Excellent Communications of Water District Interpersonal Abilities	Water Resources Facilities Operator (MC 10, s. 2013-Cat.
1. Knowledge in Electro Mechanical Systems Operations; 2. Knowledge in Pumps/wells maintenance and operations; 3. Interpersonal abilities and	1.Knowledge on the Technical Operations of a Water District; 2. Excellent Communication skills; 3. Coaching/Mentoring Techniques; 4. Interpersonal abilities	1. Knowledge in Electro Mechanical Systems Operations; 2. Knowledge in Pumps/wells maintenance and operations; 3. Interpersonal abilities and
Baguio City	Baguio City	Baguio City

	Mentoring Techniques; 4. Interpersonal	= J >								
	skills; 3. Coaching/	w w							Section - Area 3)	10
Baguio City	Communication	0				38,150.00	16	173	(Water Distribution	13
	2. Excellent	N							Water Utilities	-
	Water District:								A/	_
	Operations of a	Level Eligibility C								_
	the Technical	(Professional) Second the Technical	experience	training	relevant to the job					
	1.Knowledge on	Career Service 1	1 year of relevant	4 hours of relevant	Bachelor's degree					
	abilities									-
	_									_
	Techniques; 4.									
	Mentoring								•	
	3. Coaching/								3)	(.)
9	skills;	**							Section Section - Area	10
Baquio City	Communication					45,203.00	18	172	(Water Distribution	12 (
	2. Excellent								Management Officer	_
	Water District;								Senior Water Utilities	10
	Operations of a	Level Eligibility								_
	the rechnical	brid	axhallalica	i all lilig	ופופעמווו נס נוופ לסט					_
	1. Knowledge on	Career Service	2 years of relevant	training	relevant to the job					
	flexibility									-
	abilities and									
	3. Interpersonal									
	operations;									_
	maintenance and								Section - Area 2)	-
Dagaro Org	Pumps/wells								(Water Distribution	
Raquio City	z. Nilowiedge in					22,190.00	10	169	Walltellalice Mail D	1
	opciations,								Asintenance Man B	-
	Operations:								Senior Water	· ^
	Mechanical									
	Electro	10 s. 2013, Cat. III)	experience	training	Graduate					
	Knowledge in	None required (MC	2 years of relevant	8 hours of relevant	Elementary School					

	Equipment/tools; 4. Interpersonal abilities	0. 5.							and Rehabilitation Section)	
Baguio City	1.Basic Plumbing Techniques; 2. Leak Detection Techniques; 3. Basic	None required (MC 10 s. 2013, Cat. III)	2 years of relevant experience	8 hours of relevant training	Graduate	27,608.00	12	268	Senior Water Maintenance Man A (Mainline Expansion	16
									ENGINEERING DIVISION	ENG
Baguio City	1.Basic Plumbing Techniques; 2. Shielded Metal Arc Welding Skills; 3. Basic Maintenance of Equipment/tools; 4. Interpersonal abilities	None required (MC 10 s. 2013, Cat. III)	2 years of relevant experience	8 hours of relevant training	Elementary School Graduate	22,190.00	10	246 & 247	Senior Water Maintenance Man B (Design Section)	<u>5</u>
									NRWM DIVISION	NRV
Baguio City	Water District; 2. Excellent Communication skills; 3. Coaching/ Mentoring Techniques; Interpersonal abilities					22,190.00	10	178	Senior Water Maintenance Man B (Water Distribution Section - Area 3)	4
	1.Knowledge on the Technical Operations of a	None required (MC 10 s. 2013, Cat. III)	2 years of relevant experience	8 hours of relevant training	Graduate					

identities (SOGI). Attach the following documents to the application letter and send to the address below not later than NOVEMBER 18, 2022. This office highly encourages interested and qualified men and women applicants including person's with disability (PWD), member of indigenous communities and those from any sexual orientation and gender

- 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);
- Photocopy of certificate of eligibility/rating/license; and
- Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:

ENGR. SALVADOR M. ROYECA

General Manager

003 Purok BWD Brgy. Marcoville, Baguio City

baguiowaterdistrictgmo@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.