

METRO COTABATO WATER DISTRICT | Region XII

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Place of Assignment :	Engineering Department - Planning & Design Division
Position Title :	Project Planning and Development Assistant A
Plantilla Item No. :	117
Salary/Job/Pay Grade :	10
Monthly Salary :	Php 18,718.00
Eligibility :	Career Service Subprofessional (First level eligibility)
Education :	Completion of two years studies in college
Training :	8 hours of relevant training
Work Experience :	2 years of relevant experience
Competency :	

Instruction/Remarks :

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 June 5, 2018.

Documents:

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture with name and signature ([CS Form No. 212, Series of 2017](#)) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the present position for one (1) year;
3. Photocopy of the certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.
5. Photocopy of Diploma

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

ROSALIE JUNGCO - DELA CRUZ
Senior Industrial Relations Management Officer A
Metro Cotabato Water District, Governor Gutierrez Avenue, Cotabato City
mcwd_hrd@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Posting Date :	May 23, 2018
Closing Date :	June 05, 2018