

METRO COTABATO WATER DISTRICT | Region XII

X

Place of Assignment :	Administrative Services Department - Property Section
Position Title :	PROPERTY OFFICER B
Plantilla Item No. :	27
Salary/Job/Pay Grade :	12
Monthly Salary :	Php 22,149.00
Eligibility :	Career Service Professional Level Eligibility Second
Education :	Bachelor's Degree
Training :	None Required
Work Experience :	None Required
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 August 21, 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 :	August 09, 2018
Closing Date :	August 21, 2018