

Republic of the Philippines  
**BAYUGAN 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 BAYUGAN WATER DISTRICT in the CSC website:

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards			Competency (if applicable)	Place of Assignment	
					Education	Training	Experience			
1	Engineering Assistant B	14	8	19,744.00	Completion of 2 years studies in college	1 year of relevant experience	4 hours of relevant training	CS - subprof.	Presentation skills, Decisiveness, Detail Oriented, Analytical Skills, Negotiation Skills, Communication Skills, Supervision, Coordinating and Directing Skills	Bayugan Water District Office
2	Clerk Processor C	9	4	15,586.00	Completion of 2 years studies in college	None required	None required	CS- subprof	Adaptability, Resourcefulness, Initiative, Computer Literate, Detail Oriented, Communication Skills	Bayugan Water District Office

Date: 13-Jun-23

BY: *[Signature]*  
FELIPA M. ASIS, MPA  
General Manager

Electronic copy to be submitted to the CSC FO must be in MS Excel format.

CIVIL SERVICE COMMISSION  
Agusan Del Sur Field Office

**RECEIVED**  
14 JUN 2023

STEFFI JANE P. PECINA  
ADMIN. STAFF

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 30, 2023.

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:

**FELIPA M. ASIS, MPA**  
General Manager  
Lanzones St., Pob., Bayugan City  
[bygwtd.hrmo2022@gmail.com](mailto:bygwtd.hrmo2022@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**