

Republic of the Philippines **DIGOS WATER DISTRICT**

Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant position, which is authorized to be filled, at the DIGOS WATER DISTRICT and in the CSC website:

MARY CATHERINE A. LLANOS-COBIAS

Division Manager B Human Resource Division

Date:

1	November	22,	202	1
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No.		Salary/	Monthly	Qualification Standards			Diago of			
	(Parenthetical Title, if applicable)	Plantilla Item No.	Job/ Monthly Pay Salary Grade	-	Education	Training	Experience	Eligibility	Competency (if applicable)	Place of Assignment
1	Senior Corporate Accountant A	57	18	43,681.00	Bachelor's Degree in Commerce/ Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080	Core Competencies (LEVEL 3): Integrity, Consumer Focus, Efficiency & Innovativeness, Stewardship of Resources Organizational Competencies (LEVEL 3): Teamwork,Communication, Writing Skills, Planning & Delivery,Data Gathering, Developing People, Flexibility, Managing Performance, Managing Change, Stress Management Leadership Competency: Level 3 (Division Managers and Supervisory Positions) - ADVANCED: Building Collaborative, inclusive working relationships; Managing performance and coaching for results; Leading Change; Thinking strategically and creatively; Creating and nurturing a high performing organization	Finance Division
	- Nothing Follows	-								

This Office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE), to apply.

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 December 7, 2021.

- 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:

ENGR. FELOMINO A. DAUB

General Manager Digos Water District (DWD), Rizal Avenue, Digos dwdhumanresource@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.