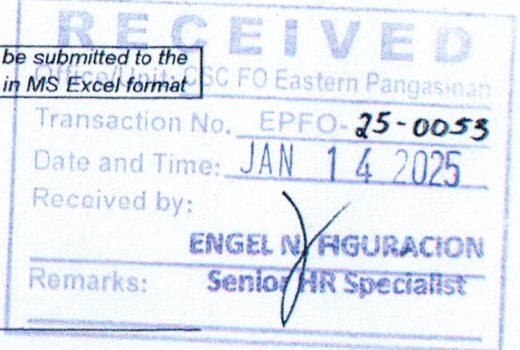


Republic of the Philippines  
**DAGUPAN CITY WATER DISTRICT**  
Request for Publication of Vacant Positions

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



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the DAGUPAN CITY WATER DISTRICT in the CSC website:

*[Signature]*  
GRETCHEN G. BUENA  
GENERAL MANAGER

Date: January 14, 2025

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Senior Corporate Planning Specialist	8	19	53,873.00	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service Professional / Second Level Eligibility		Office of the General Manager
2	Senior Corporate Accountant A	43	18	49,015.00	Bachelor's degree in Commerce/Business Administration major in Accounting	8 hours of relevant training	2 years of relevant experience	RA 1080		Finance Services Department
xxx										

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 January 27, 2025.

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:

*[Signature]*  
GRETCHEN G. BUENA  
General Manager  
2nd Floor Executive Bldg., DCWD  
Brgy. Tambac, Dagupan City  
[dcwdcmu.ahrd@gmail.com](mailto:dcwdcmu.ahrd@gmail.com)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

