

NOTICE OF VACANT POSITION

The **Butuan City Water District** announces the following Contractual vacant position for qualified applicants:

Position Title/Office	Monthly Salary	Item No.	Qualification Standards			
			Education	Experience	Training	Profession
ENGINEER B/ Pipelines and Appurtenances Maintenance Department	₱ 972/day		Bachelor's Degree in Engineering relevant to the job	None required	None required	RA 1080 (Engineer)
Brief Description of the General Function of the Position	Closely monitor the received maintenance orders, concessionaire's complaints/ requests and leaking reports same as to the activities and accomplishments of the leak repair team and other maintenance group; and assign works to field personnel related to repairs and maintenance of pipeline and appurtenances.					
Required Competencies						
Preference:						
<ul style="list-style-type: none"> - Preferably Civil Engineer - Knowledgeable in Plumbing & Pipe Fitting Works 						
Expertise:						
<ul style="list-style-type: none"> - Has knowledge and proficient in MS Applications and AutoCAD; - Good communication skills; - Leadership skills 						

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 September 6, 2019.

2. Fully accomplished Personal Data Sheet with recent passport-sized picture (CS Form 212 Revised 2017) which can be downloaded at www.csc.gov.ph;
3. Performance rating in the last rating period (if applicable);
4. Photocopy of certificate of eligibility/rating/license;
5. Photocopy of Transcript of Records;
6. Photocopy of Certificate of Training and Employment (if applicable)

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

Engr. ANSELMO L. SANG TIAN
General Manager A
Butuan City Water District
bcwd.hr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Approved by:

ENGR. ANSELMO L. SANG TIAN
General Manager

NOTICE OF VACANT POSITION

The **Butuan City Water District** announces the following Job Order vacant position for qualified applicants:

Position/Office	Salary Grade/ Annual Salary	Item No.	Qualification Standards			
			Education	Work Experience	Training	Eligibility
UTILITIES SERVICE ASSISTANT (METER READER) / Commercial Services Department	P 453.00 / day		Completion of two years Studies in College	1 Year of Relevant Experience	4 Hours of Relevant Training	CS Sub- Professional (1 st Level Eligibility)
Brief Description of the General Function of the Position	Conduct meter reading based on schedule; bill handling services and ensuring the appropriate and timely distribution and delivery of all water bills; reports abrupt increase/decrease of consumption, accounts for reclassification, stuck-up meter, accounts for re-zoning, leakages, and illegal connections; assists in bill preparations and reports any complaints from customers and any tampering and illegal installation and etc.					
Required Competencies						
Preference:						
<ol style="list-style-type: none"> 1. Bill handling/meter reading experience with Driver's License and motorcycle. 2. Handling customer experience and field works. 						

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 September 6, 2019.


4. Fully accomplished Personal Data Sheet with recent passport-sized picture (CS Form 212 Revised 2017) which can be downloaded at www.csc.gov.ph;
5. Performance rating in the present position for one (1) year (if applicable);
6. Photocopy of certificate of eligibility/rating/license;
7. Photocopy of Form 137 or Transcript of Records;
8. Photocopy of Certificate of Training and Employment (if applicable)

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

Engr. ANSELMO L. SANG TIAN
General Manager A
Butuan City Water District
bcwd.hr@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

Approved by:


ENGR. ANSELMO L. SANG TIAN
 General Manager