

Republic of the Philippines
KAPATAGAN WATER DISTRICT
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the KAPATAGAN WATER DISTRICT:

CHERIEBELLE T. DEVARAS
(UCSO-A/Designate HRMO)

Date: July 27, 2026

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 / Area of Specialization/ Residency Requirement (if applicable)	
1	Water/Sewerage Maintenance Man-B	23	6	₱ 19,716.00	Elementary School Graduate	None required	None required	None required (MC 11, s 96-Cat. III)	N/A	Kapatagan Water District, Kapatagan Lanao del Norte
2	Senior Cashier	43	18	₱ 53,818.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Kapatagan Water District, Kapatagan Lanao del Norte
3	Supervising Property/Supply Officer	44	18	₱ 53,818.00	Bachelor's Degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Kapatagan Water District, Kapatagan Lanao del Norte
4	Senior Corporate Budget Analyst	45	15	₱ 42,178.00	Bachelor's degree relevant to the job	4 hours of relevant training	1 years of relevant experience	Career Service (Professional) Second Level Eligibility	N/A	Kapatagan Water District, Kapatagan Lanao del Norte
5										
6										
7										
8										
9										
10										

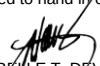
Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than

August 07, 2026

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.
This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).

QUALIFIED APPLICANTS are advised to hand in/ or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:


CHERIEBELLE T. DEVARAS
UCSO-A, Designate HRMO
Poblacion, Kapatagan, Lanao del Norte
kapataganwaterdistrict@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.