



Republic of the Philippines  
*Metropolitan Cebu Water District*

Lapu-Lapu - Magallanes Sts., Cebu City

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## **SUPERVISING DRAFTSMAN**

### **CONTRACTUAL HIRING**

Plantilla Item No.	: N/A (1 slot)
Salary Grade	: 12
Place of Assignment	: Design Division, Engineering Department, MCWD Main Office

### **MINIMUM QUALIFICATIONS:**

Education	: Completion of two years studies in college or HS graduate with relevant vocational/trade course
Training	: 8 hours of relevant training
Experience	: 2 years of relevant experience
Eligibility	: Draftsman (amended by CSC MC 10, S. 2013 - Cat. II)

### **COMPETENCIES NEEDED:**

Responsible in analyzing and interpreting the designs done by Engineer in order to provide accurate, organized detailed design/plan for the use in the implementation of MCWD's various projects, pipelaying, mechanical, civil and electrical & structural works.

Competencies required: Collection of data and information, Working Drawing, Coordination

### **Interested applicants must submit the following documents:**

1. Duly accomplished Personal Data Sheet (PDS) with recent passport size picture
2. Performance Rating in the last rating period
3. Authenticated copy of the CSC Eligibility / PRC License / Board or Bar rating
4. Certified True Copy of Diploma, Transcript of Records and other documents supporting highest educational attainment
5. Certified True Copy of Employment Certificate with detailed Job Description issued by the authorized personnel
6. Certified True Copy of Certificate of Trainings / Seminars / Conferences / Workshops attended (include the module / program)

COMPLETE application documents / requirements must be submitted to the Human Resources Department or through email at [mcwdrecruitment2@gmail.com](mailto:mcwdrecruitment2@gmail.com) not later than January 19, 2023. Applications with incomplete documents shall not be entertained. Applicants who will pass the initial screening will be contacted for a written examination.

MCWD adheres to the equal employment opportunity principle.

Approved:

  
**ELSON C. ENGLIS**  
Manager, Human Resources Dept.

Noted:

  
**EDGAR H. DONOSO**  
General Manager A

