

Position Title : Carpenter Foreman
Place of Assignment : General Services Division
PRC-Central Office
P. Paredes, Nicanor Reyes St, Sampaloc, Manila

Qualifications

Education : High School Graduate or Completion of relevant vocational/trade course
Experience : One (1) year relevant experience
Training : Four (4) hours of relevant training
Eligibility : Carpenter (MC 11, s. 96- Cat I)

Job Description:

1. Roof repair of the powerhouse;
2. Improvement of working area/construction supplies and materials storage room located beside the Annex building;
3. Other emergency repairs relative to carpentry and masonry works; and,
4. Perform other related functions.

Salary

Equivalent to Salary Grade 8 or Php21,448.00/month

Mode of Employment

Job Order Worker

Interested and qualified applicants must submit their Letter of Intent together with the following documents:

- Duly accomplished and **NOTARIZED** Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized picture (CS Form No. 212, Revised 2017 which can be downloaded at www.csc.gov.ph)
- Photocopy of Transcript of Records
- NBI Clearance
- TIN ID

Qualified applicants are advised to email their application not later than **09 February 2025** to:

KHRISTINE S. LABAO

Administrative Officer V (HRMO III)
P. Paredes, Nicanor Reyes St, Sampaloc, Manila
prcrecruitmentapp@gmail.com

Position Title : Plumber Foreman
Place of Assignment : General Services Division
PRC-Central Office
P. Paredes, Nicanor Reyes St, Sampaloc, Manila

Qualifications

Education : High School Graduate or Completion of relevant vocational/trade course
Experience : One (1) year relevant experience
Training : Four (4) hours of relevant training
Eligibility : Pipefitter or Plumber (MC 11, s. 96- Cat I)

Job Description:

1. Implement and assist in plumbing-related works such as but not limited to installing, maintaining and repairing plumbing systems and fixtures including that of toilets, urinals, faucets, valves, sinks, drains, pipes, tubes, fittings among others;
2. Perform preventive maintenance and inspection on water systems, sanitary waste drainage and sewer lines;
3. Prepare canvass for materials needed for project/s and repair/s;
4. Assist in preparing project scope of works, bills of materials, cost estimates, requisitions for the needed services and materials, and in the conduct of inventory of supplies, parts and materials;
5. Respond to all emergency plumbing calls; and
6. Perform other related functions.

Salary

Equivalent to Salary Grade 8 or Php21,448.00/month

Mode of Employment

Job Order Worker

Interested and qualified applicants must submit their Letter of Intent together with the following documents:

- Duly accomplished and **NOTARIZED** Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized picture (CS Form No. 212, Revised 2017 which can be downloaded at www.csc.gov.ph)
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