

Republic of the Philippines
ARTECHE NATIONAL AGRICULTURAL SCHOOL
 Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the **ARTECHE NATIONAL AGRICULTURAL SCHOOL** in the CSC website:


LORENA C. DELMONTE
 HRMO

Date: May 16, 2019

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	Nurse II	TESDA-OEOB-NURS2-100-2017	SG15	Php29,010.00	Bachelor of Science in Nursing	4 hours of relevant training	1 year of relevant experience	RA 1080	1. Promote programs and services. 2. Provide health care services to students and personnel 3. Respond to emergency cases 4. Maintain health facilities 5. Maintain health records. 6. Prepare report	Arteche, Eastern Samar
2	Instructor I	TESDA-OEOB-INST1-540005-2018	SG12	Php22,938.00	Bachelor's degree relevant to the job	National Certificate NC II	None required	Career Service Professional/ Second level Eligibility/ RA 1080	1. Plan training session. 2. Facilitate learning session 3. Supervise work-based learning. 4. Conduct competency assessment. 5. Maintain training facilities. 6. Utilize electronic media in facilitating training.	-do-
3	Instructor I	TESDA-OEOB-INST1-540006-2018	SG12	Php22,938.00	Bachelor's degree relevant to the job	National Certificate NC II	None required	Career Service Professional/ Second level Eligibility/ RA 1080	-do-	-do-
4	Administrative Officer II	TESDA-OEOB-ADO2-73-2017	SG11	Php20,179.00	Bachelor's degree relevant to the job	None required	None required	Career Service Professional/ Second level Eligibility/ RA 1080	1. Demonstrate awareness on standard procedure. 2. Promote programs and services. 3. Use relevant technologies. 4. Prepare report. 5. Perform Clerical procedures. 6. Coordinate office programs and activities.	-do-

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 **May 31, 2019**.

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;
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:

LORENA C. DELMONTE

HRMO

TESDA-ANAS, ARTECHE, E. SAMAR

tesda.anas@yahoo.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.