


Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
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 TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY in the CSC website:


RITCHEL V. MENAGUA

Vocational Instruction Supervisor II/OIC

Date: February 10, 2023

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	Administrative Officer I	TESDAB-ADOF1- 71-2017	10	23176	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	N/A	TESDA - Cabucgayan National School of Arts and Trades (CNSAT)

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 February 20, 2023.

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.

"TESDA, as an Equal Opportunity agency, encourages a more diverse and inclusive workforce. Hence, applicants will not be discriminated on account of gender, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation, provided, however that they meet the minimum requirements of the position to be filled".

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

RITCHEL V. MENAGUA

Vocational Instruction Supervisor II / OIC

TESDA-CNSAT, Cabucgayan, Biliran

cnsat@tesda.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.