

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:

**YOLANDA ALBAJENADO**  
Vocational School Administrator II  
Date: October 24, 2022

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	Instructor I	TESDAB-INST1- 412-2017	12	27608	Bachelor's Degree (open)	National Certificate II (NC II)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	N/A		TESDA - Las Navas Agro- Industrial School (LN AIS)	
2	Instructor I	TESDAB-INST1- 413-2017	12	27608	Bachelor's Degree (open)	National Certificate II (NC II)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	N/A		TESDA - Las Navas Agro- Industrial School (LN AIS)	
3	Instructor I	TESDAB-INST1- 414-2017	12	27608	Bachelor's Degree (open)	National Certificate II (NC II)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	N/A		TESDA - Las Navas Agro- Industrial School (LN AIS)	
4	Administrative Officer I	TESDAB-ADOF1- 74-2017	10	22190	Bachelor's Degree relevant to the Job	None Required	None required	Career Service Professional/Second Level Eligibility	N/A		TESDA - Las Navas Agro- Industrial School (LN AIS)	

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 November 3, 2022.

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](http://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:

**YOLANDA A. PAJENADO**  
Vocational School Administrator II  
TESDA-LNAIS, Las Navas, N. Samar  
[ypajenado@tesda.gov.ph](mailto:ypajenado@tesda.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**