

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 position, which is authorized to be filled at the TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY in the CSC website:

GAMALIEL B. VICENTE, JR.

Regional Director

Date: February 26, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Preferably: Special Qualifications	
1	Administrative Officer IV (Financial Analyst)	TESDAB-ADOF4-142-2017	15	P 33,575.00	Bachelor's Degree	4 hours of relevant training	1 year relevant experience	Career Service (Professional) 2nd Level of eligibility/RA1080	1. Knowledgeable in Accounting (BS Accountancy Graduate) 2. Have work experience related to accounting, especially Bank Reconciliation and Financial Reports Preparations 3. Knowledgeable in computer Software Operations 4. Good in oral and written communication 5. Mentally Fit	Biliran Provincial Office - Naval, Biliran
2	Administrative Assistant III (Data Encoder)	TESDAB-ADAS3-166-2017	9	P 19,593.00	Completion of two- year studies in college of High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year relevant experience	Atleast Career Service Sub-Professional/1st Level of eligibility	1. Preferably Bachelor's Degree holder. 2. Knowledge and Skills in MS Office Application 3. Knowledgeable in Computer Software Operations. 4. Good in Oral and written communication. 5. Mentally Fit	

Interested and qualified applicants should signify their interest in writing. Pls. attach the following documents to the application letter and send to the address below not later than March 12, 2021

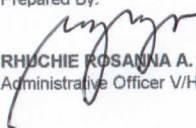
1. Duly accomplished Personal Data Sheet (PDS) with recent passport-size picture with name tag and signature (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
 2. Performance rating in the last rating period (if applicable);
 3. Photocopy of certificate of eligibility/rating/license; (verified/authenticated by the issuing office)
 4. Photocopy of Transcript of Records (TOR)
 5. Photocopy of Commendation
 6. Photocopy of Training Seminar Certificates (last 5 years)
- (Note: All attached photocopy documents must be certified true copy from the original.)

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

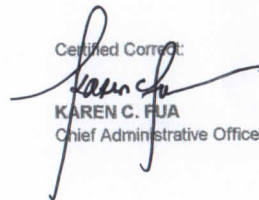
GAMALIEL B. VICENTE, JR. CESO III, ASEAN ENG.
Regional Director
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
TESDA Compound, San Herardo Heights, Brgy. Abucay, Tacloban City
region8.fasd@tesda.gov.ph

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared By:


RHUCHIE ROSANNA A. YANSON
Administrative Officer V/HRMO

Certified Correct:


KAREN C. FUA
Chief Administrative Officer

Electronic copy to be submitted to the CSC FO must be in MS Excel format

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 position, which is authorized to be filled at the TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY in the CSC website:

GAMALIEL B. VICENTE, JR.

Regional Director


Date: February 26, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Preferably: Special Qualifications	
1	Administrative Aide IV (Driver)	TEDAB-ADA4-154-2017	4	P 14, 400.00	Elementary Graduate	None required	None required	Driver's License MC 11, S. 96-Cat. II)	-Holder of Driving NC II; - With Professional Driver's License; - Knowledgeable in vehicle maintenance and trouble shooting; - Computer Literate.	Samar Provincial Office - Catbalogan, Samar

Interested and qualified applicants should signify their interest in writing. Pls. attach the following documents to the application letter and send to the address below not later than March 12, 2021

1. Duly accomplished Personal Data Sheet (PDS) with recent passport-size picture with name tag and signature (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: (verified/authenticated by the issuing office)
 4. Photocopy of Transcript of Records (TOR)
 5. Photocopy of Commendation
 6. Photocopy of Training Seminars attended (last 5 years)
- (Note: All attached photocopy documents must be certified true copy from the original.)

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


GAMALIEL B. VICENTE, JR. CESO III, ASEAN ENG.

Regional Director

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
TESDA Compound, San Herardo Heights, Brgy. Abucay, Tacloban City
region8.fasd@tesda.gov.ph

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared By:


RHUCHIE ROSANNA A. YANSON
Administrative Officer V/HRMO

Certified Correct:


KAREN C. FUA
Chief Administrative Officer

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 position, which is authorized to be filled at the TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY in the CSC website:

GAMALIEL B. VICENTE, JR.

Regional Director

Date: February 26, 2021

No.	Position Title	Plantilla Item No.	Salary/ Job/Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Preferably: Special Qualifications	
1	Administrative Aide VI (Clerk)	TESDAB-ADA6-96-2017	6	P16,200.00	Completion of two- year studies in college	None Required	None Required	At least Career Service Sub-Professional/1st Level of eligibility	1. Preferably knowledgeable in Accounting (BS Accountancy Graduate). 2. Have work experience related to accounting, especially Bank Reconciliation and Financial Reports Preparations. 3. Knowledgeable in Computer Software Operations. 4. Good oral and written communication. 5. Mentally fit	Provincial Training Center - Catarman, Northern Samar

Interested and qualified applicants should signify their interest in writing. Pls. attach the following documents to the application letter and send to the address below not later than March 12, 2021

1. Duly accomplished Personal Data Sheet (PDS) with recent passport-size picture with name tag and signature (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; (verified/authenticated by the issuing office)
 4. Photocopy of Transcript of Records (TOR)
 5. Photocopy of Training/ Commendation of Training Seminars attended.
 6. Photocopy of Training Seminars attended (last 5 years)
- (Note: All attached photocopy documents must be certified true copy from the original.)

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

GAMALIEL B. VICENTE, JR.

Regional Director

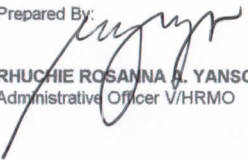
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

TESDA Compound, San Herardo Heights, Brgy. Abucay, Tacloban City

region8.fasd@tesda.gov.ph

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Prepared By:


RHUCHIE ROSANNA A. YANSON
Administrative Officer V/HRMO

Certified Correct


KAREN C. FUA
Chief Administrative Officer