

Republic of the Philippines  
TESDA - Cabucgayan National School of Arts and Trades  
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 TESDA - Cabucgayan National School of Arts and Trades in the CSC website:

  
**LINO R. SEVERINO**

Vocational School Administrator III

Date: **March 11, 2021**

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-INST1-399-2017	12	26,052.00	Bachelor's Degree (open)	National Certificate II (NC II)	None Required	Career Service Professional or any Eligibility appropriate for 2nd level position	1. Work effectively in vocational education and training; 2. Participate in workplace communication; 3. Work in team environment; 4. Interact with customers; 5. Implement quality standards and procedures; 6. Promote programs and services; 7. Plan training session; 8. Facilitate learning session; 9. Supervise work-based learning; 10. Conduct competency assessment; 11. Maintain training facilities; and 12. Utilize electronic media in facilitating training.	TESDA - 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 **March 22, 2021**.

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.

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

**LINO R. SEVERINO**

Vocational School Administrator III

TESDA - CNSAT, Cabucgayan, Biliran

[cnsat@tesda.gov.ph](mailto:cnsat@tesda.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.