

Republic of the Philippines  
TESDA - Cabucgayan National School of Arts and Trades  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of TESDA - Cabucgayan National School of Arts and Trades in the CSC website:


  
**LINO R. SEVERINO**  
Vocational School Administrator III  
Date: November 3, 2020

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-INST1-1- 2020	12	24,495.00	Bachelor's Degree preferably graduate in Agriculture	National Certificate II (NC II) and Trainer's Methodology I (TM I)	None Required	Career Service Professional or any Eligibility appropriate for 2nd level position	1. Plans and deliver's training sessions; 2. Plans, conducts and review assessment of instruction; 3. Conducts study and research to improve instruction; 4. Participate in the implementation and attainment of school goals, objectives and policies; 5. Prepares and improves instructional materials and devices; 6. Keeps records, prepares and submits required reports; and 7. Performs other related function/s.	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 **November 13, 2020**.

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 present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of NC II & TMC Level I; and
5. 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  
[ensat@tesda.gov.ph](mailto:ensat@tesda.gov.ph)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.