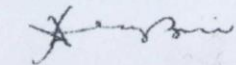


Republic of the Philippines  
(Name of Agency)  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant positions of (Name of Agency) in the CSC website:



ARACELI P. PICARDAL  
(Head of Agency)

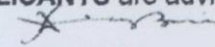
Date: July 12, 2019

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I	-	SG I		HS Graduate	none required	none required	none required		Administrative Division
2										
3										

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 \_\_\_\_\_.

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 present position for one (1) year (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:

  
ARACELI P. PICARDAL  
Vocational School Administrator III  
Brgy. Cabalquinto, Calubian, Leyte  
[tesdacnvs@yahoo.com](mailto:tesdacnvs@yahoo.com) or [cnvs@tesda.gov.ph](mailto:cnvs@tesda.gov.ph)

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