

Republic of the Philippines  
**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**  
Request for Publication of Vacant Positions

**RECEIVED**  
OCT 08 2025  
MONNALIZA CRONA O. SALES  
Senior HR Specialist

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication in the CSC Job Portal of the following vacant positions, which are authorized to be filled at the TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

**BRENDA A. PLANO**  
HRMO

Date: October 07, 2025

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency / Area of Specialization/ Residency Requirement (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Registrar III	TESDAB-R3-90035-2023	18	51304	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures. Promote programs and services, use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
2	Administrative Officer IV (Human Resource Management Officer II)	TESDAB-ADOF4-90029-2023	15	40208	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures. Promote programs and services, use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
3	Nurse I	TESDAB-NURS1-90010-2023	15	40208	Bachelor of Science in Nursing	None required	None required	RA 1090 (Registered Nurse)	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures. Promote programs and services, use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
4	Accountant I	TESDAB-A1-90033-2023	12	32245	Bachelor's degree in Commerce/Business Administration major in Accounting	None required	None required	RA 1080 (Certified Public Accountant)	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures. Promote programs and services, use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
5	School Librarian I	TESDAB-SL1-90009-2023	11	30024	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts Major in Library Science	None Required	None Required	RA 1080 (Registered Librarian)	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures. Promote programs and services, use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR

6	Administrative Officer I (Supply Officer I)	TESDAB- ADDF1-90035- 2023	10	25586	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
7	Administrative Officer I (Cashier I)	TESDAB- ADDF1-90037- 2023	10	25586	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
8	Registrar III	TESDAB-R3- 90033-2023	18	51304	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
9	Administrative Officer IV (Human Resource Management Officer II)	TESDAB- ADDF4-90033- 2023	15	40208	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
10	Nurse I	TESDAB- NURS1-90012- 2023	15	40208	Bachelor of Science in Nursing	None required	None required	RA 1080 (Registered Nurse)	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
11	Accountant I	TESDAB-A1- 90034-2023	12	32245	Bachelor's degree in Commerce/Business Administration major in Accounting	None required	None required	RA 1080 (Certified Public Accountant)	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
12	School Librarian I	TESDAB-SL1- 90012-2023	11	30024	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts Major in Library Science	None Required	None Required	RA 1080 (Registered Librarian)	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. Use relevant technologies	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR

13	Administrative Officer I (Supply Officer I)	TESDAB-ADOF1-90033-2023	10	25586	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services, use relevant technologies.	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
14	Administrative Officer I (Cashier I)	TESDAB-ADOF1-90039-2023	10	25586	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services, use relevant technologies.	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
15	Vocational Instruction Supervisor I	TESDAB-VOCIS1-90010-2023	16	39672	Bachelors Degree Relevant to the Job	4 hours of relevant training	1 year of relevant experience	PBET/ Teacher /RA 1080/Career Service Professional/ Second Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication, Work in team environment. Interact with customers, Implement quality standards and procedures, Promote programs and services, Utilize IT applications. <b>SPECIAL QUALIFICATIONS:</b> Computer Literate (Microsoft Office), Fluent in oral communication, efficient in written communication, knowledge in training, operation, and audit, National TVET Trainers Certificate (NTTC), Experience in the conduct of Competency-Based Training, Preparation of Competency-Based Curriculum; Competency-Based Learning Materials, Institutional Assessment Tools and conduct of research.	Cordillera State Institute of Technical Education (CSITE) - Apayao or any campus in CAR
16	Instructor I	TESDAB-INST190032-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers. Implement quality standards and procedures, Promote programs and services, use relevant technologies. <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in any construction trades, II & III. Preferably BSCE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
17	Instructor I	TESDAB-INST190033-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers. Implement quality standards and procedures, Promote programs and services, use relevant technologies. <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in Automotiva or MMAW, II & III. Preferably BSME/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
18	Instructor I	TESDAB-INST190034-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers. Implement quality standards and procedures, Promote programs and services, use relevant technologies. <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in Electrical Installation & Maintenance, II & III. Preferably BSEE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR

19	Instructor I	TESDAB-INST1 90235-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in any IT related, II & III. Preferably BSCE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
20	Instructor I	TESDAB-INST1 90038-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in Organic Agriculture Production or Landscaping Installation & Maintenance, II & III.	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
21	Instructor I	TESDAB-INST1 90042-2023	12	32245	Bachelors degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations. Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Bookkeeping, & III. Preferably graduate of any business related course	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
22	Instructor I	TESDAB-INST1 90049-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Food Processing, II & III. Preferably BSE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR
23	Instructor I	TESDAB-INST1 90051-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes. NTTC in Commercial Cooking, II & III. Preferably HRM/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Berguet or any campus in CAR

24	Instructor I	TESDAB-INST1 90052-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Events Management/Tourguiding Services/Local Guiding Services, II & III. Preferably TVL course/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
25	Instructor I	TESDAB-INST1 90057-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Tailoring/Dress Making, II & III. Preferably HRM/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Benguet or any campus in CAR
26	Instructor I	TESDAB-INST1 90032-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in any construction trades, II & III. Preferably BSCE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
27	Instructor I	TESDAB-INST1 90033-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Automotive or MMAW, II & III. Preferably BSME/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
28	Instructor I	TESDAB-INST1 90034-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Electrical Installation & Maintenance, II & III. Preferably BSEE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR

29	Instructor I	TESDAB-INST190035-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint). knowledge and skills in customer relations and office processes; NTTC in any IT related. II & III Preferably BSCE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
30	Instructor I	TESDAB-INST190038-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint). knowledge and skills in customer relations and office processes; NTTC in Organic Agriculture Production or Landscaping Installation & Maintenance, II & III.	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
31	Instructor I	TESDAB-INST190042-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint). knowledge and skills in customer relations and office processes; NTTC in Organic Agriculture Production or Landscaping Installation & Maintenance, II & III.	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
32	Instructor I	TESDAB-INST190049-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication. Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint). knowledge and skills in customer relations and office processes; NTTC in Food Processing, II & III Preferably BSE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
33	Instructor I	TESDAB-INST190051-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint). knowledge and skills in customer relations and office processes; NTTC in Weaving, II & III. Preferably TVL Course/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR

34	Instructor I	TESDAB-INST1-90052-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Events Management/Tourguiding Services/Local Guiding Services, II & III. Preferably TVL course/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
35	Instructor I	TESDAB-INST1-90057-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Housekeeping, II & III. Preferably HRM/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
36	School Librarian I	TESDAB-SL1-90011-2023	11	30024	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts Major in Library Science	None Required	None Required	RA 1080 (Registered Librarian)	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers. Demonstrate awareness of standards and procedures, Promote program and services, use relevant technologies, Library management <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), skills in database management, OPAC/Library System	Cordillera State Institute of Technical Education (CSITE) - Kalinga or any campus in CAR
37	Instructor I	TESDAB-INST1-90027-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in SMAW/MAW/GMAW NCI, II & III. Preferably BSME/E/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Abra or any campus in CAR
38	Instructor I	TESDAB-INST1-90026-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote program and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficient in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in EM NCIII. Preferably graduate in BS Electrical Engineering/BS in Industrial Education/Industrial Technology Major in TLE.	Cordillera State Institute of Technical Education (CSITE) - Abra or any campus in CAR

34	Instructor I	TESDAB-INST1-90052-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Events Management/Tourguiding Services/Local Guiding Services, II & III. Preferably TVL course/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
35	Instructor I	TESDAB-INST1-90057-2023	12	32245	Bachelor's degree	National Certificate II (NCII)	None required	Career Service Professional or any eligibility appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Housekeeping, II & III. Preferably HRMBS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Apayao Campus or any campus in CAR
36	School Librarian I	TESDAB-SL1-90011-2023	11	30024	Bachelor's Degree in Library Science or Information Science or Bachelor of Science in Education/Arts Major in Library Science	None Required	None Required	RA 1080 (Registered Librarian)	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Demonstrate awareness of standards and procedures, Promote program and services, use relevant technologies, Library management <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), skills in database management, OPAC/Library System	Cordillera State Institute of Technical Education (CSITE) - Kalinga or any campus in CAR
37	Instructor I	TESDAB-INST1-90027-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in SMAW/MMAW/GMAW NCI, II & III. Preferably BSME/IE/BS in Industrial Education Major in TLE	Cordillera State Institute of Technical Education (CSITE) - Abra or any campus in CAR
38	Instructor I	TESDAB-INST1-90028-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training, Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote program and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficient in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in EM NCIII. Preferably graduate in BS Electrical Engineering/BS in Industrial Education/Industrial Technology Major in TLE.	Cordillera State Institute of Technical Education (CSITE) - Abra or any campus in CAR

39	Instructor I	TESDAB-INST1-90031-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication, Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in HEO (Forklift) NC II/Driving NC II and MSES NC II. Preferably graduate in BS Mechanical Engineering/BS Industrial Education/BTVE.	Cordillera State Institute of Technical Education (CSITE) - Abra or any campus in CAR
40	Instructor I	TESDAB-INST1-90043-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote program and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficient in the use of office applications (Word processing, worksheet, powerpoint), knowledge and skills in customer relations and office processes; NTTC in Computer Systems Servicing NC II or any IT related qualification.	Cordillera State Institute of Technical Education (CSITE) - Ifugao or any campus in CAR
41	Instructor I	TESDAB-INST1-90044-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Automotive Servicing NC II	Cordillera State Institute of Technical Education (CSITE) - Kalinga or any campus in CAR
42	Instructor I	TESDAB-INST1-90046-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote program and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficient in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Carpentry NC II & III. Preferably graduate in BSED/BSCe/BTVE	Cordillera State Institute of Technical Education (CSITE) - Mt. Province or any campus in CAR
43	Instructor I	TESDAB-INST1-90055-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication, Work in a team environment, Interact with customers, Implement quality standards and procedures, Promote programs and services, use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in Tile Setting NC II/Masonry NC I&II Preferably graduate in BSED/BSCe/BTVE	Cordillera State Institute of Technical Education (CSITE) - Mt. Province or any campus in CAR

44	Instructor I	TESDAB-INST1-90062-2023	12	32245	Bachelor's Degree Relevant to the Job	National Certificate II	None Required	Career Service Professional or any appropriate for 2nd level position	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes; NTTC in EIM NC II	Cordillera State Institute of Technical Education (CSITE) - Mt. Province or any campus in CAR
45	Guidance Counselor I	TESDAB-GU.DC1-90001-2021	11	30024	Master's Degree in Guidance Counseling	None required	None required	RA 1080 (Guidance Counselor)	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Demonstrate awareness of standards and procedures. Promote programs and services. use relevant technologies. <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), skills in database management, background and experience in guidance and counseling.	Cordillera State Institute of Technical Education (CSITE) - Main or any campus in CAR
46	Administrative Aide IV (Clerk II)	TESDAB-ADA4-90002-2023	4	16833	Completion of 2 years in college	None required	None required	Career Service (Sub-Professional) / 1st Level Eligibility	Work effectively in vocational education and training. Participate in workplace communication. Work in a team environment. Interact with customers. Implement quality standards and procedures. Promote programs and services. use relevant technologies <b>SPECIAL QUALIFICATIONS:</b> Good command of oral and written communication; Excellent interpersonal relations; Proficiency in the use of office applications (Word processing, worksheet, PowerPoint), knowledge and skills in customer relations and office processes;	Cordillera State Institute of Technical Education (CSITE) - Main or any campus in CAR

Interested and qualified applicants should signify their interest in writing through an application letter addressed to the head of office. Applicants must attach the following documents to the application letter and send these to the address below not later than October 10, 2025

1. Fully accomplished Personal Data Sheet (PDS) with Work Experience Sheet and recent passport-sized or unfiltered digital picture (CS Form No. 212, Revised 2025); digitally signed or electronically signed;
2. Hard copy or electronic copy of Performance rating in the last rating period (if applicable);
3. Hard copy or electronic copy of proof of eligibility/rating/license; and
4. Hard copy or electronic copy of Transcript of Records.

*This Office highly encourages all interested and qualified applicants to apply, which include persons with disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identities and/or expression, civil status, religion, and political affiliation.  
This Office does not discriminate in the selection of employees based on the aforementioned pursuant to Equal Opportunities for Employment Principle (EOP).*

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to the head of office/ human resource management office/records office, as the case may be:

**BALMYRSON M. VALDEZ**  
Regional Director  
Magsaysay Drive, Loakan, Baguio City  
tesdacarecruitment@tesda.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.