

Republic of the Philippines
Benguet State University
 La Trinidad, Benguet

Date : January 25, 2019

NOTICE OF VACANCY
(Job Order/Contract of Service Personnel)

No.	Position Title	No. of position/s	Place of Assignment	Rate per Day/Month	Qualification Requirements				
					Education	Training	Experience	Eligibility	Competency (if applicable)
1	Project Support Staff IV	1	Project titled, "Development of Bio-control-based Strategies Againsts Insect Pests and Diseases of Arabica Coffee [Coffea arabica Linn.]" under the "R&D Program on Arabica Coffee in the CAR"	16,051.00/mo.	Bachelor of Science in Agriculture major in either Plant Pathology/Entomology/ Agronomy/Horticulture	None Required	None required	None Required	1.Can work under minimal supervision, has basic skills in the conduct of research (data gathering, analysis, interpretation and result writing), computer literate (microsoft applications) 2.Must be hardworking and open to learning
2	Project Technical Staff I	1		19,887.00/mo			With experience in laboratory and/or field work		1.Can work under limited supervision, has basic skills in the conduct of research (data gathering, analysis, interpretation and result writing), computer literate (microsoft applications) 2.Must be hardworking and open to learning

Application Period: **January 25- February 1, 2019**

Interested and qualified applicants regardless of age, sex, sexual orientation, gender identity, civil status, disability (PWD), ethnicity or political affiliation should signify their interest in writing by attaching the following documents:


1. Application letter (specifying the position applied for and its date of publication)
2. Fully accomplished Personal Data Sheet (PDS), including the Work Experience Sheet (CS Form No. 212 Attachment Form) with recent passport-sized picture with name and signature (CS Form No. 212, Series of 2017) which can be downloaded at www.csc.gov.ph
3. Photocopy of OTR or Certification of grades with the total units required for the degree (basis in the determination of units earned)
4. Photocopy of employment certificate /s
5. Photocopy of eligibility (CSC or TESDA) or professional license
6. Photocopy of training certificates after graduation, within the last five (5) years
7. Certified photocopy of latest performance evaluation rating
8. Photocopy of commendation or award certificates

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

SANSERA B. BODIA
 Supervising Administrative Officer
 Human Resource Management Office
 Km. 5, La Trinidad, Benguet

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Approved for publication:


SANSERA B. BODIA

Supervising Administrative Officer
 Human Resource Management Office