



**NOTICE OF VACANCY FOR FACULTY POSITIONS  
(Contract of Service)**

**Date of Publication/Application Period: August 3 – 9, 2021**

**Approved for Publication:**

**(Sgd) RAYMUNDO H. PAWID, JR.  
Supervising Administrative Officer  
HRMO**

No.	Position Title	Number of Position/s	Nature of Position	College/Department	Salary per month	Qualification Requirements
1	Instructor 1	1	COS	College of Home Economics & Technology- Department of Entrepreneurship	26052	✓ With relevant Master's Degree ✓ RA 1080 (Certified Public Accountant)
2	Teacher I	1	COS	College of Teacher Education - ECDC	23877	✓ Bachelor in Elementary Education major in Early Childhood Education/ Bachelor in Early Childhood Education ✓ With relevant Master's Degree ✓ At least 1 year teaching experience

**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 addressed to (specifying the position applied for and its date of publication):  
**FELIPE S. COMILA**  
President  
Benguet State University  
La Trinidad, Benguet
2. Fully accomplished Personal Data Sheet (CS Form No. 212, Series of 2017), including the Work Experience Sheet (CS Form No. 212 Attachment Form) with recent passport-sized picture with name and signature which can be downloaded at [www.csc.gov.ph](http://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 (professional license)
6. Photocopy of training certificates after graduation (within the last five (5) years)
7. Certified photocopy of the latest performance evaluation rating (if applicable)
8. Photocopy of commendation or award certificates (if any)

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

**Human Resource Management Office  
Benguet State University  
2601 La Trinidad, Benguet**