

Republic of the Philippines  
**Benguet State University**  
 La Trinidad, Benguet

Date : January 14, 2020

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

No.	Position Title	No. of position/s	Place of Assignment	Rate per Day/Month (Php)	Qualification Requirements				
					Education	Training	Experience	Eligibility	Competency (if applicable)/ Other requirements
1	Science Research Analyst	1	CorCAARRD	943/day	Bachelor's degree on Social Sciences/ Education/ Development Communication	None Required	Preferably with experience in research	None Required	1. Must be good in writing/packaging research reports; 2. Must have good communication/ coordination skills; 3. Willingness to learn and take on multi-tasking jobs
2	Science Research Assistant	1	IHFSA	817/day	BS Agriculture major in Entomology	None Required	None Required	None Required	1. Must be good in writing/packaging research reports; 2. Willingness to learn and take on multi-tasking jobs
3	Science Research Assistant	2	FSRIC	817/day	Bachelor's Degree related to Food Science/Nutrition	None Required	None Required	None Required	1. Must be knowledgeable in the conduct of research (data gathering, analysis, interpretation and writing results); 2. Able to facilitate/conduct trainings and seminars
4	Science Research Assistant	1	VPRE	817/day	Bachelor's degree in Social Sciences, Education or Applied Statistics	None Required	None Required	None Required	1. Proficient in Excel, basic statistics, research writing and documentation; 2. Willing to do fieldwork and work with different teachers/researchers.

**Application Period: January 14 - 20, 2020**

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](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 (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:

**MATIAS C. ANGIWAN, JR.**  
 Chief Administrative Officer  
 Administrative Division  
 Km. 5, La Trinidad, Benguet

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

Approved for publication:

  
**MATIAS C. ANGIWAN, JR.**  
 Chief Administrative Officer  
 Administrative Division