# BENGUET STATE UNIVERSITY

# We Are HIRING!

## UNIVERSITY RESEARCHER II
## INSTITUTE OF HIGHLAND FARMING SYSTEMS AND AGROFORESTRY

**PLANTILLA | SG 18 | PHP 53,818 MONTHLY**
**BSUB-UNIR2-113-2025**

### MINIMUM QUALIFICATION STANDARD

| | |
|---|---|
| **EDUCATION:** | Bachelor's Degree |
| **EXPERIENCE:** | 2 years of relevant experience |
| **TRAINING:** | 8 hours of relevant training |
| **ELIGIBILITY:** | Career Service Professional / 2nd Level Eligibility |
| **SPECIALIZATION:** | Agroforestry, Forestry |

### APPLICATION REQUIREMENTS:

- *Fully accomplished Personal Data Sheet (CS Form No. 212, s. 2025) with Work Experience Sheet and recent passport-sized photo (with name and signature)*
- *Transcript of Records (OTR) or Certification of Grades (with total units required)*
- *Certificate of Employment/ Service Record*
- *PRC License with Board Rating or CSC Eligibility*
- *Training certificates (post-graduation, within the last 5 years)*
- *Latest IPCR or performance evaluation*
- *Certificates of commendation or awards*
- *Application letter addressed to:*

*KENNETH A. LARUAN*
*University President*
*Benguet State University*
*La Trinidad, Benguet*

### REMINDER

*Please be advised that submitted/ accepted documents with no/incomplete attachments of the required documents will not be considered for assessment. Only qualified applicants will be notified for interview.*

*The implementation of "NO DOCUMENTS, NO POINTS" policy is applied.*

### APPLICATION DEADLINE:
### UNTIL DECEMBER 1, 2026

*Note: If applying for a plantilla position, please indicate the item number, position title, and office in the application letter.*

### DATA PRIVACY NOTICE

***Your Personal data shall be processed in order to initiate the application process. When you are not hired, your personal data shall be removed from the records of the university and all documents returned to you as provided for by the University's Merit Selection Plan. These may be retained for future selection processes only upon your written consent.***

### EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

***All qualified applicants will receive equal consideration for employment and admissions without regard to color, religion, sex, gender identity or expressions, ethnicity, age, physical conditions, and any other characteristics protected by the law.***

hrmo@bsu.edu.ph
09683810925
Bsu Hrmo Main

ARTA RCS 2.0 GOLD AWARD
Times Higher Education Impact Rankings

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## UNIVERSITY RESEARCHER II

### DUTIES AND RESPONSIBILITIES

**60%**

- Spearhead the planning, implementation, and monitoring of research, development, and extension activities of the Center on Agroforestry, sustainable resources, and watershed management and related fields
- Review and recommend for approval research topics and proposals on Agroforestry, sustainable resources, and watershed management and related fields
- Attend/participate/present in various fora, seminars, workshops, and conferences at the local, regional, national, and/or international level
- Lead at least one research program of the Center
- Coordinate with external (local and international) entities and institutions for strengthening collaborative research and extension programs/projects/activities
- Recommend policy changes based on research results
- Review and finalize drafts of publishable articles
- Publish research articles, chapters in books (print) or in internationally refereed journals, including ASEAN CITATION INDEX, SCOPUS and SCOPUS indexed, and/or Web of Science, etc.
- Maintain records of research activities and findings in the field of specialization.

**30%**

- Serve in committees, technical working groups, and similar bodies as may be assigned by the director or the administration.
- Mentor student interns/on-the-job trainees, etc.
- Serve as a resource person in the field of expertise in fora, trainings, and similar venues.
- Attend University, sector, and center programs, trainings, and other activities as necessary.

**10%**

- Perform other related duties as assigned to support programs and other operations of the Center and the University.

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## COMPETENCY-BASED SELECTION CRITERIA FOR RESEARCH & EXTENSION POSITIONS (IN THE LAST 10 YEARS)

**ADDITIONAL DOCUMENTS TO BE SUBMITTED. ARRANGE YOUR DOCUMENTS IN ACCORDANCE WITH THE FOLLOWING CRITERIA:**

| Criteria [For the past 10 years] | Parameters | Evidence |
|---|---|---|
| C<br><br>Challenge innovation in R& E | A. Published books (R&E)<br>1. For every published book:<br>a. As author<br>b. As a reviewer, editor, or translator<br>c. As a compiler<br>d. As a chapter contributor or author<br>i. International<br>ii. National<br>2. For every training/ instructional manual/ Educational and Communication (IEC) materials<br>a. Training Manual<br>b. Production Guide<br>c. Package of Technology<br>d. Brochure<br>e. Pamphlets/ flyers | Copy of the material with ISBN and/ or copyright |
| A<br><br>Awards | B. Awards of distinction received in recognition of achievements in relevant areas of their field of specialization, profession, and or assignment (First Place, Second Place, Third Place best paper)<br>1. International<br>2. National/ Regional<br>3. Local (institution-wide) | Copy of the following:<br>a. Plaque of Recognition or copy of citation<br>b. Criteria for the selection<br>c. Proof of competition<br>Note: For SG13 and Below Positions, Awards received from student competion will be accepted or Awards received of applicant from the student research competition will be accepted. |

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| | | |
|---|---|---|
| R<br><br>Research, Science, and Technology Inventions or Innovations | C. Scientific Publications<br>1. For every published research:<br>a. ISI, scopus/ clarivate<br>b. Refereed/ Accredited<br>2. Citations in articles published by other researchers in referred international or national journals<br>a. 120 and above<br>b. 60-120<br>c. Less than 60<br>3. Intellectual Property Rights<br>a. Patents<br>b. Utility Models<br>c. Trademarks<br><br>d. Copyright<br>i. Research-based<br>ii. Non-research-based | Copy of the journal with ISSN<br><br>Google Scholar Citation<br><br>Copy of Patent Certificate/ Utility Model Certificate/ Trademark Certificate (Certification of involvement from Head of Office for Agency-based trademarks)<br><br>for research-based: Certificate of copyright and copy of research paper<br><br>for non-research-based: Certificate of copyright |
| Resource Generation | D. Resource Generation [Proposed, Ongoing, completed projects]<br>1. 10 million above<br>2. 5 million - 10 million<br>3. Below 5 million | Copy of MOA/Submitted Proposal received by funding agency & Designation/ NEP/ Certification of involvement from the Project/ Program Leader |

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| | | |
|---|---|---|
| E<br><br>Extension services (Service to the community and to the industry) | E. Extension programs, projects, or activities (including training) organised and implemented as a result of completed research<br>1. For every extension service rendered:<br>a. Training services<br>i. As a resource speaker<br>ii. As a facilitator/ coordinator<br>b. Techno Demonstration/ Assistance Services<br>c. Paper Presentation | Copy of:<br>1. Approved extension activity/ training proposal<br>2. Activity/ Project accomplishment report<br>3. Certificate of appreciation/ recognition<br>4. Copy of MOA/ Proof of Assistance Given |
| | 2. Technology generated/ adopted/ commercialized/ policy brief/ advocacy | Copy of (any of the following):<br>1. Copy of technology brief/ policy formulated/ advocacy<br>2. Acknowledgement of output<br>3. Coordination letter/ copy of presentation |
| | 3. Policy formulated | 1. Copy of the approved policy/guideline<br>2. Certificate of involvement from the head of office/Minutes of Meeting |

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| | | |
|---|---|---|
| S<br><br>Service to the University | F. Designations related to Research and Extension (R&E Director, Section Head, Committee Chair/ Member, Program/ Project/ Study Leader<br>1. R&E Director or Administrative Designation<br>2. Program Leader<br>3. Project Leader<br>4. Study Leader/ Division Chief/ Section Head (Research)/ Committee/ Project Staff | Copy of designation/Office Order/Certification of involvement from head of office |

***Note* The Hiring Unit/ Human Resource Merit Selection and Promotion Unit reserves the right to request additional documents as it deems necessary.**