



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.

SCAN TO APPLY



BENGUET STATE UNIVERSITY

We Are **HIRING!**

UNIVERSITY RESEARCH ASSOCIATE II
CORDILLERA ORGANIC AGRICULTURE
RESEARCH AND DEVELOPMENT CENTER
 PLANTILLA | SG 14 | PHP 45,694 MONTHLY
BSUB-UNIRA2-91-2025

MINIMUM QUALIFICATION STANDARD

- EDUCATION:** Bachelor's Degree
EXPERIENCE: 1 year of relevant experience
TRAINING: 4 hours of relevant training
ELIGIBILITY: Career Service Professional / 2nd Level Eligibility
COMPETENCY: Agriculture specialized in Organic Agriculture

APPLICATION DEADLINE:
UNTIL MAY 25, 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.





BENGUET STATE UNIVERSITY

UNIVERSITY RESEARCH ASSOCIATE II

DUTIES AND RESPONSIBILITIES

60%

- Conceptualize, design, and lead Organic Agriculture research projects aligned with the Center's mandate.
- Develop and submit Organic Agriculture-related research proposals, project plans, and funding applications for internal and external funding.
- Serve as project leader and study leader in funded R&D projects related to Organic Agriculture, and prepare periodic accomplishment and financial reports for submission to funding agency and BSU management.
- Develop IEC materials as research outputs.
- Establish and maintain linkages with stakeholders for collaborative research and extension projects/ activities related to organic agriculture.
- Publish in Scopus/ WOS-indexed and refereed journals, book chapters, monographs, and other knowledge products.
- Supervise university research associate, research assistants, and student researchers in carrying out projects and mentor students in thesis research related to Organic Agriculture.
- Organize and serve as a resource speaker for capacity-building activities related to the Organic Agriculture of stakeholders.
- Monitor and evaluate research project implementation to ensure quality and adherence to timelines.



Times Higher Education
Impact Rankings



The WORLD
UNIVERSITY
RANKINGS
for INNOVATION



BENGUET STATE UNIVERSITY

UNIVERSITY RESEARCH ASSOCIATE II

DUTIES AND RESPONSIBILITIES

30%

- Serve as an active member of university-, sector-, and center-level working committees related to Technical Working Groups (TWGs) to research, innovation, and knowledge production.
- Participate in relevant trainings, workshops, conferences, and scholarly activities to stay current with emerging research trends and standards.

10%

- Ensure timely and accurate submission of routine administrative and reportorial requirements, including but not limited to Daily Time Records (DTRs) and accomplishment reports.
- Maintain proper documentation and records in compliance with institutional and regulatory standards.
- Perform other related duties as assigned to support research and extension programs and other operations of the Center.
- Attend University, sector, and center's programs, trainings, and other activities as necessary.



Times Higher Education
Impact Rankings

★ ★ ★ ★
WURI
The WORLD
UNIVERSITY
RANKINGS
for INNOVATION



BENGUET STATE UNIVERSITY

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
<p style="text-align: center;">C</p> <p style="text-align: center;">Challenge innovation in R& E</p>	<p>A. Published books (R&E)</p> <p>1. For every published book:</p> <ul style="list-style-type: none"> a. As author b. As a reviewer, editor, or translator c. As a compiler d. As a chapter contributor or author <ul style="list-style-type: none"> i. International ii. National <p>2. For every training/ instructional manual/ Educational and Communication (IEC) materials</p> <ul style="list-style-type: none"> a. Training Manual b. Production Guide c. Package of Technology d. Brochure e. Pamphlets/ flyers 	<p>Copy of the material with ISBN and/ or copyright</p>
<p style="text-align: center;">A</p> <p style="text-align: center;">Awards</p>	<p>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)</p> <ul style="list-style-type: none"> 1. International 2. National/ Regional 3. Local (institution-wide) 	<p>Copy of the following:</p> <ul style="list-style-type: none"> a. Plaque of Recognition or copy of citation b. Criteria for the selection c. Proof of competition <p><i>Note: For SG13 and Below Positions, Awards received from student competition will be accepted or Awards received of applicant from the student research competition will be accepted.</i></p>



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09683810925
Bsu Hrmo Main



Management System
ISO 50001:2011
www.bsui.com
ID 9105045496



Times Higher Education
Impact Rankings



The WORLD UNIVERSITY RANKINGS for INNOVATION

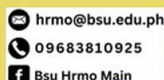


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<p>R</p> <p>Research, Science, and Technology Inventions or Innovations</p>	<p>C. Scientific Publications</p> <ol style="list-style-type: none"> 1. For every published research: <ol style="list-style-type: none"> a. ISI, scopus/ clarivate b. Referred/ Accredited 2. Citations in articles published by other researchers in referred international or national journals <ol style="list-style-type: none"> a. 120 and above b. 60-120 c. Less than 60 3. Intellectual Property Rights <ol style="list-style-type: none"> a. Patents b. Utility Models c. Trademarks d. Copyright <ol style="list-style-type: none"> i. Research-based ii. Non-research-based 	<p>Copy of the journal with ISSN</p> <p>Google Scholar Citation</p> <p>Copy of Patent Certificate/ Utility Model Certificate/ Trademark Certificate (Certification of involvement from Head of Office for Agency-based trademarks)</p> <p>for research-based: Certificate of copyright and copy of research paper</p> <p>for non-research-based: Certificate of copyright</p>
<p>Resource Generation</p>	<p>D. Resource Generation [Proposed, Ongoing, completed projects]</p> <ol style="list-style-type: none"> 1. 10 million above 2. 5 million - 10 million 3. Below 5 million 	<p>Copy of MOA/Submitted Proposal received by funding agency & Designation/ NEP/ Certification of involvement from the Project/ Program Leader</p>



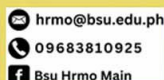


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COMPETENCY-BASED SELECTION CRITERIA FOR RESEARCH & EXTENSION POSITIONS (IN THE LAST 10 YEARS)

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

<p>E</p> <p>Extension services (Service to the community and to the industry)</p>	<p>E. Extension programs, projects, or activities (including training) organised and implemented as a result of completed research</p> <p>1. For every extension service rendered:</p> <p>a. Training services</p> <p>i. As a resource speaker</p> <p>ii. As a facilitator/ coordinator</p> <p>b. Techno Demonstration/ Assistance Services</p> <p>c. Paper Presentation</p>	<p>Copy of:</p> <ol style="list-style-type: none"> 1. Approved extension activity/ training proposal 2. Activity/ Project accomplishment report 3. Certificate of appreciation/ recognition 4. Copy of MOA/ Proof of Assistance Given
	<p>2. Technology generated/ adopted/ commercialized/ policy brief/ advocacy</p>	<p>Copy of (any of the following):</p> <ol style="list-style-type: none"> 1. Copy of technology brief/ policy formulated/ advocacy 2. Acknowledgement of output 3. Coordination letter/ copy of presentation
	<p>3. Policy formulated</p>	<ol style="list-style-type: none"> 1. Copy of the approved policy/guideline 2. Certificate of involvement from the head of office/Minutes of Meeting





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<p>S</p> <p>Service to the University</p>	<p>F. Designations related to Research and Extension (R&E Director, Section Head, Committee Chair/ Member, Program/ Project/ Study Leader</p> <ol style="list-style-type: none">1. R&E Director or Administrative Designation2. Program Leader3. Project Leader4. Study Leader/ Division Chief/ Section Head (Research)/ Committee/ Project Staff	<p>Copy of designation/Office Order/Certification of involvement from head of office</p>
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***Note* The Hiring Unit/ Human Resource Merit Selection and Promotion Unit reserves the right to request additional documents as it deems necessary.**

