# BENGUET STATE UNIVERSITY
## HUMAN RESOURCE MANAGEMENT OFFICE

# We Are
# HIRING

## INSTRUCTOR I
## COLLEGE OF NUMERACY AND APPLIED SCIENCES

FOR ONLINE APPLICATION PLEASE SCAN THE QR CODE OR VISIT THE LINK BELOW FOR FUTURE JOB OPPORTUNITIES

https://bsu.edu.ph/job-opportunities/

**Application Period:** Apply Now!

## JUNE 20 – JUNE 26, 2025
## UNTIL 5 PM ONLY!

# INSTRUCTOR I

**STATUS: PERMANENT**

**MONTHLY RATE - PHP 32,245/MONTH**

**COLLEGE OF NUMERACY AND APPLIED SCIENCES**
**PLANTILLA ITEM NUMBER: BSUB-INST1-5-2024**
**BSUB-INST1-52-2024**

## Minimum Qualification Standards:

**EDUCATION:** *(Graduate of:)*

- *Master of Science in Mathematics*

**EXPERIENCE**: None required

**TRAINING:** None required

**ELIGIBILITY:** None required

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## EQUAL EMPLOYMENT OPPORTUNITY PRINCIPLE

- 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

## 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

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## CHECKLIST OF APPLICATION REQUIREMENTS

1. APPLICATION LETTER ADDRESSED TO THE UNIVERSITY PRESIDENT, KENNETH ALIP LARUAN(SPECIFYING THE POSITION APPLIED FOR AND ITS ITEM NUMBER IF APPLICABLE, AND 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 /SERVICE RECORD

5. PHOTOCOPY OF REQUIRED ELIGIBILITY OR PROFESSIONAL LICENSE

6. PHOTOCOPY OF TRAINING CERTIFICATES AFTER GRADUATION, WITHIN THE LAST FIVE (5) YEARS

7. CERTIFIED PHOTOCOPY OF PERFORMANCE EVALUATION RATING IN THE LAST RATING PERIOD (IF APPLICABLE)

8. PHOTOCOPY OF COMMENDATION OR AWARD CERTIFICATES

## ADVISORY TO ALL APPLICANTS

KINDLY ARRANGE YOUR APPLICATION DOCUMENTS AS TO THE CHECKLIST LISTED

PLEASE PREPARE 1 ORIGINAL COPY OF APPLICATION DOCUMENT AND 2 SETS OF PHOTOCOPIED APPLICATION DOCUMENTS

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.

For information of all concerned.