



**BENGUET STATE UNIVERSITY**  
HUMAN RESOURCE MANAGEMENT OFFICE

# We Are HIRING!

**SENIOR SCIENCE RESEARCH  
SPECIALIST**

**NORTHERN PHILIPPINES ROOT CROPS  
RESEARCH AND TRAINING CENTER**

For the online applications, please scan the  
QR code or visit the link below for future job  
opportunities.

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

APPLICATION PERIOD

Apply Now!

Until January 26, 2026

Until 5 PM Only!





## **SENIOR SCIENCE RESEARCH SPECIALIST**

**STATUS: PERMANENT**

**MONTHLY RATE:  
PHP 56,390/ MONTH**

**PLANTILLA ITEM NO.:  
BSUB-SRSRS-10-2009**

### **Minimum Qualification Standards:**



#### **Education:**

- Bachelor's Degree relevant to the job



#### **Experience:**

- 2 years of relevant experience

#### **Competency:**

- Agriculture/ Soil and Nutrient Management/ other related specialization



#### **Training:**

- 8 hours of relevant training



#### **Eligibility:**

- Career Service (Professional)



## DUTIES AND RESPONSIBILITIES

60%

- Lead in the conceptualization of research and extension project proposals for internal and most especially in external funding;
- Lead in the conduct and implementation of approved research and extension proposals, and serve as the lead resource speaker;
- Analyze data, prepare write-ups, and present research results in forum/ conferences, forge partnership with international, national, and local agencies for research and extension programs/ projects;
- Lead in the Publication of research results, preparation of IEC materials, and review and edit research articles and other write-ups;
- Generate technologies and involve in the commercialization and IPR activities of the Center;
- Mentor junior researchers;



**DUTIES AND  
RESPONSIBILITIES**

30%    • Lead and/ or participate in various TWG/ committees to be assigned;  
      • Attend various trainings related to function;

10%    • Perform other task assigned by the Director



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**Additional documents to be submitted, please arrange your documents in accordance with the following criteria:**

### **Competency-based Selection Criteria for Research & Extension Positions (in the last 10 years)**

Criteria [For the past 10 years]	Parameters	Evidence
<b>C</b> <b>Challenge innovation in R &amp; E</b>	<b>A. Published books (R&amp;E OUTPUT)</b> 1. For every published book: 1.1 As author 1.2 As reviewer or editor or translator 1.3 As compiler 1.4 As chapter contributor or author 1.4.2 International 1.4.1 National 2. For every training /instructional manual/Education and Communication (IEC) materials 2.1 Training Manual 2.2 Production Guide 2.3 Package of Technology 2.4 Brochure 2.5 Pamphlets/flyers	Copy of the material with ISBN and/or copyright
<b>A</b> <b>Awards</b>	<b>B. Awards of distinction received in recognition of achievements in relevant areas of their field of specialization,</b>	Copy of the following: a. Plaque of Recognition or copy of citation



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	<b>profession, and or assignment (First Place, Second Place, Third Place best paper)</b>	b. Criteria for the selection c. Proof of competition
	1. International	
	2. National/ Regional	
	3. Local (Institution-wide)	
	<b>C. Scientific Publications</b>	
	1. For every published research:	Copy of the journal with ISSN
	1.1 ISI, scopus/clarivate	
	1.2. Referreed/Accredited	
	2. Citations in articles published by other researchers in refereed international or national journal	Google Scholar Citation
	2.1 120 and above	
	2.2 60 - 129	
	2.3 Less than 60	
	3. Intellectual Property rights (5)	Copy of Patent Certificate/Utility Model Certificate/Trademark Certificate
	3.1 Patents	
	3.2 Utility Models (UM)	
	3.3 Trademarks	
	3.4 Copyright	
	<b>D. Resource Generation [Proposed, Ongoing, completed projects]</b>	
	1.10 million and above	Copy of MOA & Designation
	2. 5M - 10 M	
	3. Below 5M	
<b>R</b> <b>Research, science, and technology inventions or innovations</b>		
<b>Resource Generation</b>		



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<b>E</b>  Extension services  (Service to the community and to the industry)	<b>E. Extension programs, projects or activities (including trainings) organized and implemented as a result of a completed research</b>  1. For every extension service rendered: 1.1 Training services 1.1.1 As resource speaker 1.1.2 As facilitator/coordinator 1.2 Techno Demonstration/ Assistance services 1.3 Paper Presentation  2. Technology generated/ adopted/ commercialized/ Policy formulated/ advocacy	Copy of: 1. Approved extension activity/training proposal 2. Activity/ Project accomplishment report 3. Certificate of appreciation/recognition 4. Copy of MOA/Proof of assistance given  1. Copy of technology brief/policy formulated/advocacy 2. Acknowledgement of output
<b>S</b>  Service to the University	<b>Designations related to Research and Extension (R&amp;E Director, Section Head, Committee Chair/ Member, Program/Project/Study Leader)</b>  R&E Director Program Leader Project leader Study Leader/Division Chief/Section Head (Research)/Committee/Project Staff	Copy of designation and accomplishment report



### **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](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 /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 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.