



Republic of the Philippines
BATANGAS STATE UNIVERSITY
Batangas City

HUMAN RESOURCE MANAGEMENT OFFICE

Batangas State University is seeking applications from competent candidates, regardless of sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation to fill the following positions:

1. One (1) University Research Associate I – SG 12

(Under Job Order Status; To be assigned at the RMS – KTTM, BatStateU – Central under the externally funded project IMPACT: Supporting Potential and Relevant IP as Next Generation Business Opportunities Towards Acceleration of Research and Development SPRINGBOARD)

Education: Graduate of Business Management with background on Technopreneurship

Experience: Has a background on conducting market research, market validation and startup development. Knowledge on Intellectual Property is a plus.

Competencies: Excellent oral and written communication skills. Expertise in the use of office applications and design tools. Has experience in liaising with other agencies in the application of documents, with complete staff work.

Salary Grade 12 – (31, 262.40/month)

Duration of Project: January 03, 2022 – July 04, 2022

Duties and Responsibilities:

- Assist clients in generating IP Assets.
- Patent Searching and Patent Drafting.
- Support in overseeing activities and events to raise IP awareness.
- Plan advertising and promotional campaigns for research projects, technologies or services on a variety of media.
- Utilization of office applications, engineering software and design tools to promote University's research projects and technologies.
- Conduct and contribute in the implementation of marketing strategies such as market research, market validation and start-up development to identify opportunities for promotion and growth.
- Liaise with inventors, inventors and stakeholders to promote success of activities and enhance the University's IP-TBM.
- Prepare content for the publication of technology commercialization and oversee distribution.
- Collaborate with other personnel in preparing work plan, budgets, monitoring expenses, financial reports and other documentary requirements for some project.
- See all ventures through to completion and evaluate their success using various metrics.

NOTE: THESE APPLICATION DOCUMENTS SHOULD BE IN A SINGLE PDF FILE ONLY. FOR STRICT COMPLIANCE.

Qualified applicants may send their application letter addressed to the **University President, Dr. Tirso A. Ronquillo**, thru **Mrs. Louwelyn L. Andal, Assistant Director of HRMO**, together with your **updated resume, transcript of records, certificates of employment and trainings attended, and other credentials** at **recruitment.central@g.batstate-u.edu.ph with the **Subject - ATTN: Application as UNIRA I – RMS-KTTM. Submission of application is only from January 26, 2022 – February 04, 2022.****

The above positions are for immediate hiring. Terms and conditions of employment will be discussed during the interview. For additional information you may also call 980-0385 local 1104.