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 - SG 12**
(Under Job Order Status; To be assigned at Digital Transformation Center, BatStateU - Central)

Education: Must be a graduate of Bachelor's Degree in Science, Engineering, or other related courses.
Experience: At least 1 year relevant in Science and Technology management and planning. At least (4) hours of relevant training.
Expertise: Communication and Project Management
Salary Grade 12 – (177.63/hour)

Duties and Responsibilities:

- Major Role: Communication / Partner Locator Point Person for possible establishment of partnership or other collaborative opportunities with potential industry partners of the Digital Transformation Center (DTC) Steer Hub.
- Assist researchers in the use of tools for their respective equipment, technical queries or needs, troubleshooting users concerns, diagnosing and correcting the problem, or obtaining additional assistance to fix the issues.
- Assist proponents of research and development projects with the technical support under the DTC;
- Ensure timely delivery of project outputs;
- Drafts post project reports;
- Conducts timely monitoring of projects;
- Assist in gathering relevant information and materials for publications, reports thru research, and interviews.
- Performs other duties of a regular or special nature as assigned.

Qualified applicants may send their application letter addressed to the **University President, Dr. Tirso A. Ronquillo**, thru **Atty. Noel Alberto S. Omandap, Assistant Director of HRMO,** together with your updated resume, transcript of records and other credentials at **recruitment.central@g.batstate-u.edu.ph** with the subject **ATTN: Application for University Research Associate at DTC.** Submission of application is only from **June 29, 2021 to July 08, 2021.**

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