



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. Three (3) University Research Associate - SG 12
(Under Job Order Status; To be assigned at the RDES – Innovation and Technology Support Office, BatStateU - Central)

Education: Graduate of Business Management or any Engineering Program with background on Technopreneurship.

Experience: Has background on conducting market research, market validation, start-up development. Knowledge on Intellectual Property is a plus.

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

Salary Grade 12 – (167.01/hour)

Duties and Responsibilities:

- Assist clients in generating IP Assets.
- Patent Searching and Patent Drafting
- Support in overseeing the department's operations for certain projects.
- Organize and attend activities or 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, investors 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.

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.main@g.batstate-u.edu.ph** with the subject **ATTN: Application for University Research Associate**. Submission of application is only from **February 15, 2021 to February 24, 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.