



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) Part-time Science Aide – SG 3

(Under Job Order Status; To be assigned at VIP Corals - Main I)

Education: College Graduate

Experience: At least 1 year experience in government service and/ or handling science project

Expertise: Knowledgeable in MS Office (at the minimum)

Good communication skills and good moral character

Salary Grade 3 – (88.77/hour)

Duties and Responsibilities:

- Assist in the development and dissemination of IEC materials (infographics, audio-visual materials);
- Assist in the preparation of experiment and field materials;
- Assist in the laboratory and fieldwork (may require travel);
- Assist in the administration work and processing of project-related documents

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. Submission of application is on **November 24, 2020 to December 3, 2020**.

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.