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 Assistant - SG 12**
(Under Job Order Status; To be assigned at the Research Office, BatStateU - Central)
Education: At least BS Agriculture graduate major in Crops Sci or Horticulture or related fields. A graduate degree or earned units would be a good advantage.
Experience: One year experience in research or field. Familiarity and experience with the Philippine government procurement system is an advantage.
Expertise: Plant propagation and nursery management, technical scientific writing, agricultural extension, background in coffee production
Salary Grade 12 – (167.01/hour)

    Duties and Responsibilities:

    - Assist in the conduct of the research and extension components of the project
    - Participate in the writing of the progress and terminal report
    - Facilitate, monitor, and ensure the release of the request of the resources needed for the project.
    - Conduct sufficient documentation of the major activities of the project
    - Attends project meetings
    - Prepares needed articles reports, presentations
    - Performs other duties as assigned by the supervisor or project leader.

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 Assistant at Research Office.** Submission of application is only from **February 04, 2021 to February 13, 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.