



Republic of the Philippines
BATANGAS STATE UNIVERSITY ALANGILAN
Alangilan, 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) Farm Foreman – SG 6

(Under Job Order Status; To be assigned at Experimental Farm, BatStateU-Lobo Campus, Batangas)

Education: College Level with Agricultural related course.

Training: None

Experience: None

Eligibility: None

Competency: Livestock Raising Skills and Crop Production Skills

Salary Grade 6 – (105.85 per hour)

Duties and Responsibilities:

LIVESTOCK DIVISION

- Collecting forage and grasses for goats, cows and carabao (morning and afternoon)
- Feeding of farm animals (morning and afternoon).
- Cleaning and disinfect goat pens, cages and yards (morning).
- Pasturing of native goats, cows, and carabao in the pasture area for supplemental feeding (afternoon).
- Provision of drinking water to farm animals (morning and afternoon).
- Cut and carry of grasses and forages for native pigs (morning and afternoon).
- Disposal of goat manure from the goat house (2-3 times weekly)
- Changing the beddings of native pigs inside the pens (weekly)
- Weekly inventory of farm animals (weekly).
- Regular checking of animal health like provision of vitamins, cure wounds, deworming of farm animals (monthly)
- Assisting farm animals (buck/bull) in mating.
- Culling of unproductive farm animals.
- Repairing of goat house and native pig fences.
- Propagation of forage crops (*napier grasses, mulberry, trichantera, ipil-ipil, madre de cacao etc. as feed supplements*) inside the forage nursery area.
- Weeding and cleaning of forage nursery area to avoid competition of forage crops from weeds and other debris (weekly).
- Irrigation of planted forage crops propagated and maintained in the nursery area and alongside of the farm fences and nearby livestock houses (*especially during dry periods*).

CROP DIVISION

- Land preparation for crop production using four-wheeled tractor and implements (*during the onset of rainy season prior to crop production- May-December*).
- Preparation of planting materials for crop production (*from seedbed to seed sowing activities*).
- Cleaning and renovation of three (3) nursery houses inside the farm premise for crop production (*during the onset of rainy season prior to crop production- May-December*).
- Disposal of organic materials (animal manure, green manures) for composting.

- Repairing crop fences (*done during the establishment of the vegetable garden in the farm*).
- Weeding and cultivating of soil to avoid the infestation of pests within the farm.
- Applying the management practices in maintaining the production of crops:
 - Irrigation
 - Mulching
 - Trellising
 - Fertilizer application
 - Weeding within the vegetable area
- Pruning of unwanted branches of trees inside the pili nursery area.
- Collecting of ripe pili fruits for seedling propagation.
- Preparing potting media and seedlings bags for seedling production of vegetable and fruit crops (*during the onset of rainy season prior to crop production- May- December*).

FORESTRY DIVISION

- Seedling production (*P. teak, kalumpit, bignay, other native trees*) inside the nursery area.
- Improving of trees like trimming and pruning of unnecessary branches of trees.
- Stand sanitation and thinning within the forest area of the farm
- Maintaining the forest nursery area of the farm.

OTHER TASKS

- Cleaning of two (2) staff houses of the experimental (weekly)
- Repairing of roofs, water pipelines, electrical wirings and other amenities of the farm.
- Assisting the farmers within the community on the buck/ bull mating with their farm animals visited for breeding purposes.
- Assisting rice farmers in preparing their land for rice production through operating the farm tractor to their crop lands.
- Monthly inventory of farm tools and equipment.
- Maintaining the cleanliness and vicinity of the experimental farm.
- Other activities as may assigned by the Farm In-Charge and Dean of the college.

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below **not later than May 6, 2021**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Photocopy of Transcript of Records.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Qualified applicants may send their application letter addressed to the **Chancellor, BatStateU – Alangilan, Dr. Jessie A. Montalbo, thru Engr. Suzette M. Mercado, Head of HRMO**, together with your updated resume, transcript of records and other credentials at **hrmo.alangilan@g.batstate-u.edu.ph with the Subject - ATTN: Application as Farm Foreman. Submission of application is only from April 26, 2021 to May 6, 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 2105.