



Republic of the Philippines  
**BATANGAS STATE UNIVERSITY ALANGILAN**  
Alangilan, Batangas City

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**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) LABORATORY TECHNICIAN I**

**(Under Job Order Status; To be assigned at the College of Informatics and Computing Sciences (BatStateU Alangilan))**

**Education:** Graduate of BS Information Technology or any related program

**Experience:** At least 6 months experience in ICT

**Expertise:** Computer System Skills; Communication Skills; and Technology Skills

**Eligibility:** None required

**Salary Grade 6 – (110.45/hour)**

**Duties and Responsibilities:**

- Repair, maintenance and installation of systems and application programs;
- Repair, maintenance and monitors personal computers, printers and other peripheral devices;
- Responds to user request for assistance in utilizing personal computer hardware and software; and
- Performs other related duties as required.

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, January 29, 2022.**

1. Updated Resume
2. 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](http://www.csc.gov.ph);
3. Performance rating in the last rating period (if applicable);
4. Scanned copy of Transcript of Records;
5. Scanned copy of Diploma;
6. Scanned copy of other credentials:
  - Certificate of Seminars/Training attended; and
  - Certificate of Employment (if previously employed)

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, and other credentials at [recruitmentandhiring.alangilan@g.batstate-u.edu.ph](mailto:recruitmentandhiring.alangilan@g.batstate-u.edu.ph) with the **Subject - ATTN: Application as Laboratory Technician I – CICS. Submission of application is only from January 20, 2022 to January 29, 2022.**

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.