



Republic of the Philippines
BATANGAS STATE UNIVERSITY-LIPA

Marawoy, Lipa City

Tel. Nos.: (043) 980-0385 loc.3112

Email Address: recruitment.lipa@g.batstate-u.edu.ph • Website Address: <http://www.batstate-u.edu.ph>

HUMAN RESOURCE MANAGEMENT OFFICE

Batangas State University-Lipa is seeking applications from competent candidates, regardless of color, religion, sex, gender identity or expression, ethnicity, age, physical conditions and any other characteristics protected by law to fill the following positions:

Position	Dept./College	Qualifications
<p>One (1) Assistant Professor II- Certified Public Accountant <i>(permanent/item position)</i></p> <p>Salary Grade : 16 P36, 628.00/month P2,000.00 PERA/month</p>	<p>College of Accountancy, Business and Economics (CABE) - BatStateU Lipa</p>	<p>Education: At least Master’s Graduate with an undergraduate of Bachelor of Science in Accountancy</p> <p>Experience: at least 1 year experience in the Academe and at least 2 years experience in the industry as a practicing accountant.</p> <p>Expertise: Auditing, General Accounting, Financial Accounting, Taxation, Payroll Accounting</p>

Qualified applicants may send their application documents at recruitment.lipa@g.batstate-u.edu.ph with the subject **RE: Application for Assistant Professor II - CPA**. Submission of application is from **January 19, 2022 to January 29, 2022** with the following documents:

1. Application Letter addressed to:

Atty. ALVIN R. DE SILVA
 Chancellor, BatStateU - Lipa

Thru:

Ms. ESTER M. IGLOPAS
 Head, HRMO - Lipa

- Updated resume and/or fully accomplished Personal Data Sheet (with recent passport-sized picture, CS Form 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
- Scanned copy of Work Experience Sheet (Attachment to CS Form No. 212) which can be downloaded at www.csc.gov.ph;
- Scanned copy of Transcript of Records;
- Scanned copy of Diploma;
- Scanned copy of Eligibility/License/Ratings; and
- Scanned copy of other credentials:
 - *Certificate of Employment if previously employed; and*
 - *Relevant certificate of Trainings/Seminars attended (for webinars, kindly submit proof of registration or attendance aside from the certificate, for verification.)*

The above position is for immediate hiring. Terms and condition of employment will be discussed during the interview. For additional information you may also call (043) 980-0385 loc. 3112.

Note:

- 1. Kindly combine all the application documents into **one (1) PDF file only**. Only with complete documents will be processed.*
- 2. The HRMO is strictly taking precautionary measures and will be doing the hiring process online.*