

Bulacan State University

is in urgent need of:

(1) COMPUTER TECHNICIAN

MENESES CAMPUS

JOB DESCRIPTION:

- Handles and troubleshoots computer hardware and software problems;
- Responsible for the repair and maintenance of all computer units in the Department

JOB SPECIFICATIONS:

- Must be a graduate of BIT Major in Computer Technology or equivalent;
 - Experience in managing computer hardware is an advantage
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Interested parties may submit the following documents, during office hours, in a long white folder to the Human Resource Management Office, 2nd floor, Flores Hall., Bulacan State University, Guinhawa, City of Malolos, 3000 Bulacan:

1. Letter of application addressed to Dr. Cecilia N. Gascon (BSU President)
2. Resume with original colored 2 x 2 picture
3. Photocopy of the following:
 - Transcript of Records & Diploma
 - Certificate of earned Graduate or Post Graduate units
 - Certificate of Board Rating/Eligibility (if applicable)
 - Certificate of Employment (if applicable)
 - Relevant seminars attended