

(As of November 18, 2022)



## Bulacan State University Central Human Resource Management Office

Invites applicants for **Instructor I** position for the **SARMIENTO CAMPUS** with the following **QUALIFICATIONS** pursuant to CSC MC No. 19, s. 2005, CSC MC No. 22, s. 2016 and CSC MC No. 1, s. 1997.

No. of Vacant Positions	POSITION TITLE	SALARY GRADE (SG)	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	OTHERS
1	Instructor I	12-1	(1) Master of Education in Filipino & Bachelor in Secondary Education major in Filipino	None Required	None required	Licensure Examination for Teachers (LET) passer	Must meet the NBC 461 points for the position

**ALL APPLICATIONS MUST CONTAIN THE FOLLOWING DOCUMENTS (scanned):**

1. Application letter addressed to the University President **Dr. Cecilia S. Navasero-Gascon**;
2. Comprehensive Resume with one (1) **Recent passport-sized picture**;
3. Fully Accomplished Personal Data Sheet (PDS) with a recent passport-sized picture (CS Form No. 212 Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
4. IPCR in the last rating period (for BuISU employee); Performance Rating (for non-BuISU employee);
5. Transcript of Records (both bachelor's and master's);
6. Diploma (both bachelor's and master's);
7. Certificate of Eligibility / License / Rating;
8. Certificate/s of Employment signed by the previous employer/s;
9. Published book/s; research published/presented in refereed journals or sites accredited by CHED (if applicable).

**NOTE:**

- The University highly encourages all interested **QUALIFIED** applicants including persons with disability (PWD), members of indigenous committees, and those with diverse sexual orientation and gender identity and expression (SOGIE) to apply.
- The applicants will not be discriminated on account of their age, sex, sexual orientation, gender identity, civil status, disability, religion, ethnicity, political affiliation and other economic, social, cultural, and political characteristics.
- Qualified applicants are advised to send their applications to [chrmo.recruitment@bulsu.edu.ph](mailto:chrmo.recruitment@bulsu.edu.ph).

**The deadline for application and submission of the above-mentioned documents is until November 28, 2022.**

**APPLICATIONS WITH INCOMPLETE DOCUMENTS WILL NOT BE ENTERTAINED.**

In line with the IATF guidelines, the CHRMO is strictly taking precautionary measures and will be doing the hiring process online.

Please be guided accordingly.

Thank you.

  
**ISABELITA C. BENEDICTOS**

Director, Administrative and Management Services and  
Assistant Director, Central HR-RSA