



Bulacan State University

Invites applicants for:

(1) Full time Part-Timer Faculty Contract of Service Sarmiento Campus (San Jose Del Monte, Bulacan)

QUALIFICATIONS:

- Graduate of **Bachelor of Secondary Education Major in English**
- Licensed Professional Teacher
- Preferably with one (1) year experience
- Master's unit/degree in area of specialization is an advantage
- Social and Communication Skills

COMPETENCY REQUIRED:

- Teaching and Learning Facilitation
- Has the ability to multi-task

DESCRIPTION OF WORK:

- Teaching/Handling Classes
- Preparation of Syllabus, Exams, Learning Materials, and other classroom exercises.

ALL APPLICATIONS MUST CONTAIN THE FOLLOWING DOCUMENTS:


1. Application letter addressed to the University President **Dr. Cecilia N. Gascon**
2. Comprehensive Resume with one (1) **Recent passport-sized picture**.
3. Performance rating in the last rating period (if applicable)
4. Transcript of Records
5. Diploma
6. Certificate of Grades (number of units earned in Graduate Studies, if applicable)
7. Seminar/Certificates attended for the last five (5) years
8. Certificate of Board of Ratings/Eligibility (if applicable)
9. Certificate/s of Employment signed by previous employer

Note: Everyone is encouraged to apply, regardless of gender, age, disability, civil status, ethnicity, religion, etc. (Pursuant to existing Philippine Laws).

Qualified applicants are advised to send their application with the following documents to hrmo.external@bulsu.edu.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS WILL NOT BE ENTERTAINED. Submission of documents shall be during office hours, Mondays to Fridays.

Deadline of Submission is until January 13, 2023.


MARIA ROSALIE M. MENDOZA
Head, Administrative, and HRMO- External