

(As of February 1, 2023)



**Bulacan State University**  
**Central Human Resource Management Office**

Invites applicants for the **Instructor I** position for the **COLLEGE OF ARTS AND LETTERS** 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 (BULSUB-INST1-90-2016)	12-1	• Master of Arts in Education major in Filipino and/or its allied/related field/program	None required	None required	RA 1080 (Licensed Professional Teacher)	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 BulSU employee); Performance Rating (for non-BulSU 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 against on the account of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation.

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 **February 11, 2023**.

**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.

  
**ISABELITA C. BENEDICTOS**  
Director, Administrative Management Services and  
Assistant Director, Central Human Resource Management Office