

PLEASE CIRCULATE / POST AT YOUR BULLETIN BOARD

University of the Philippines
Diliman, Quezon City

BULLETIN OF VACANT POSITIONS #201

POSITION	COLLEGE/UNIT	STATUS	MINIMUM QUALIFICATIONS		DEADLINE OF APPLICATION
			EDUCATION	EXPERIENCE	
(2) UNIVERSITY RESEARCH ASSOCIATE I (SG-12)	NATURAL SCIENCES RESEARCH INSTITUTE	UP Contractual	AB or BS degree relevant to the nature of the work in the position	None required	31 July 2017
<p><i>Minimum Qualifications</i></p> <ul style="list-style-type: none"> - with Bachelor of Science Degree in Biology or Biochemistry, or Molecular Biology and Biotechnology or Agricultural Biotechnology Preferably - with thesis or work experience in conducting laboratory and field research experiments - with experience in biological and analytical techniques - knowledgeable with data analysis software - with excellent written communication skills - with outstanding people skills 					

Interested applicants must:

- a) Download and fill-out the Recruitment Forms 1 & 2 of UP Human Resources Development Office (HRDO) at (http://hrdo.upd.edu.ph/RSS_form1.xlsx, http://hrdo.upd.edu.ph/RSS_form2.xlsx) and send it to our email address at updhrdorecruitment@gmail.com. (need not to be printed)
- b) Submit on or before the set deadline to the Recruitment & Selection Section of UP HRDO located at the Mezzanine floor, Quezon Hall, UP Diliman the following documents:
 - 1) Letter of application (stating the position, college/unit and that you certify all the attached documents are true and correct)
 - 2) Comprehensive Résumé with (1) 2x2 recent picture
 - 3) Supporting documents: (only photocopies of the following documents should be submitted but original copies must be presented for counterchecking)
 - i) Transcript of Records, ii) Certificate/s of Employment signed by previous employer,
 - iii) Seminar/Training Certificates (taken within the last five (5) years), iv) Certificate of awards/citations (optional but encouraged to be submitted),
 - v) Certificate of Eligibility, vi) Latest one (1) year Performance Rating/s

SHIERLYN T. SISON
Administrative Officer V, HRDO
21 July 2017