

Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES OPEN UNIVERSITY
 Publication of Vacant Positions

BVP No. 2021-002

No.	Position Title (Parenthetical Title)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Place of Assignment
					Education	Training	Experience	Eligibility	
1	University Extension Associate I	PS Lumpsum	12	26,052	AB or BS Degree relevant to the nature of work in the position	none required	none required	none required	Office of the University Registrar, OVCAA, UPOU, Los Banos, Laguna
2	*** Nothing Follows***								
3									

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **Thursday, 11 February, 2021**

1. Fully accomplished Personal Data Sheet (PDS) and work experience sheet (attachment to CS Form 212) with recent passport-sized picture (CS Form No. 212, Revised 2017) (can be downloaded from www.csc.gov.ph or hrdo.upou.edu.ph under the Bulletin of Vacant Position area);
2. Copy of Official Transcript of Records;
3. Signed Data Privacy Notice for Applicants (can be downloaded from hrdo.upou.edu.ph under the Bulletin of Vacant Position area);
4. Photocopy of certificate of eligibility/rating/license (if any); and
5. Performance rating in the last rating period (if applicable);

QUALIFIED APPLICANTS are advised to hand-in or send through courier/email their application to:

MICHAEL P. LAGAYA

Chief AO, HRDO

UPOU Bldg., Los Banos, Laguna

hrdo@upou.edu.ph

02/01/2021

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.