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

BVP No. 2026-014

No.	Position Title	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Minimum Qualification Standards			Place of Assignment
					Education	Experience	CS Eligibility	
1	University Researcher II	UPSB-UNIR2-239-1998	18	53,818	MA or MS degree plus 12 units of advanced graduate work completed; or	None Required; or	None Required	Office of the Vice Chancellor for Academic Affairs, Los Banos, Laguna
					MA or MS degree ; or	3 years of experience in formulating resarch designs and/or codnucting reearch, or as University Researcher I, or 6 years of experience as University Research Associate I or II; or		
					AB or BS degree plus 18 units of graduate work completed	5 years of experience in formulating resarch designs and/or codnucting reearch, or as University Researcher I, or 10 years of experience as University Research Associate I or II		
	*** *Nothing Follows***							

Duties and Responsibilities

- Serves as focal person for all grantsmanship-related concerns (specifically for all grants, policies, possible external funds, etc.);
- Analyze data related to lifelong learning implementation;
- Conducts research as sole proponent or within groups;
- Collates materials and data for decision making process;
- Assists in preparing and reviewing existing policies and guidelines;
- Initiates or assists in developing and maintaining information, databases, platforms, repositories, dashboards, etc.; and
- Participates in committee works within and outside OVCAA.

Interested and qualified applicants should signify their interest in writing. Submit the following documents together with the application letter thru https://url.upou.edu.ph/hrapplication not later tha **Monday, 19 October, 2026**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2025) and Work Experience Sheet (Attachment to CS Form 212, Revised 2025) which can be downloaded at www.csc.gov.ph or http://hrdo.upou.edu.p --> Forms for Applicants
2. Performance rating **in the last rating period;**
3. Photocopy of certificate of eligibility/rating/license, if any; and
4. Photocopy of Transcript of Records.
5. Signed Data Privacy Notice for Applicants which can be downloaded from http://hrdo.upou.edu.ph --> Forms for Applicants

(SGD) MICHAEL P. LAGAYA
Chief AO, HRDO
UPOU Bldg., Los Banos,Laguna
10/07/2026

Note : UP Open University adheres to the Equal Employment Opportunity Principle (EEOP). There shall be equal opportinity for men and women at all level of positions in UP OU, provided they meet the minimum requirments of the position to be filled. There shall be no discremination in the selection of employees on the account of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, polital affliliation or other similar factor/personal circumstances which run counter to the principles of merit and fitness for the job and equal opportunity.

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.