

#### OFFICE OF THE DIRECTOR FOR ADMINISTRATION AND HUMAN RESOURCE DEVELOPMENT

G/F Administration Building Visca Baybay City, Leyte 6521-A, Philippines Telefax: +63 53 563 7643; Local 1060 Email: odahrd@vsu.edu.ph Website: www.vsu.edu.ph

## **FOR HIRING**

# TWO (2) INSTRUCTOR POSITION

(Part-Time

#### **CSC Minimum Qualifications:**

1. Education: Preferably with Masteral degree

Experience: None required
Training: None required

4. Eligibility: PRC License, if applicable

## Should possess the following competencies:

#### **Core Competencies**

- 1. **Exemplifying Integrity and Professionalism** Demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office Level 2
- 2. **Delivering Service Excellence** Complies with VSU's established standards of service delivery for customer satisfaction Level 2
- 3. Communication Savy Effectively delivers messages that simply focus on facts or information Level 2
- 4. **Interpersonal relationship management** Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results Level 2
- 5. **Change Adaptation** Works effectively with a variety of people and situations and adapts one's thinking, behaviour and style appropriately in dealing with change Level 2
- 6. **Gender-responsive management** Promotes gender equality and women empowerment to address gender-related problems and issues Level 1

### **Functional Competencies**

Vision:

Mission:

- 1. **Consultation and Advising** Addresses issues and concerns affecting students' academic performance by strictly following the consultation time schedule, responds to queries and implements interventions which result to highly satisfied clients Level 1
- 2. **Critical Thinking and Problem Solving** Analyzes, computes, and interprets results by applying appropriate strategies and methodology to arrive at sound decisions in a learning environment Level 1
- 3. Facilitating Learner Centered Environment Applies educational theories and psychologies to facilitate various teaching-learning delivery modes to enhance learning Level 2
- 4. **Use of Information and Communications Technology (ICT)** Implements the effective identification, selection, acquisition, development, utilization, and protection of technologies. In accordance with the mandate of the unit, that will result to efficient and effective delivery of services by ensuring responsiveness to the needs of stakeholder. Level 1
- 5. **Innovative Instructional Materials Development** Designs and creates learning lessons, teaching-learning experiences that utilize appropriate traditional and innovative technologies in various learning environment. Level 2
- 6. **Innovative Teaching Strategies** Adopts principles and develops teaching strategies by retooling faculty through learning interventions and designing outcomes-based course syllabi to adapt to the changing educational landscape. Level 2
- 7. Filipino Values Restoration Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature Level 1

v1 06-25-2020

Due to operationalization of VSU HRIS, qualified applicants are encouraged to apply and send their application letter, resume and other pertinent document through jobs.vsu.edu.ph not later than March 16, 2021.

## **VIRGELIO M. ALAO**

Department Head Department of Statistics Visayas State University ViSCA, Baybay City, Leyte

Noted:

**HONEY SOFIA V. COLIS** 

OIC Director, ODHRM Head, Recruitment, Selection, Placement and Personnel Records **BEATRIZ S. BELONIAS** 

Vice President for Academic Affairs

Vision:

Mission: