



## FOR HIRING

# ONE (1) ASSOCIATE PROFESSOR IV POSITION

(Temporary)

### Minimum Qualifications:

1. Education: Masteral degree in Agricultural Engineering
2. Experience: 3 years of relevant experience
3. Training: 16 hours of relevant training
4. Eligibility: PRC License, if applicable

### Should possess the following competencies:

#### Core Competencies

1. **Exemplifying Integrity and Professionalism** - Demonstrates high standards of professional behaviour as public servants, adhering to ethical as well as moral principles, values, and standards of public office and promotes the highest standards for individual and university performance by upholding university mandate, core values, policies and guidelines taking into consideration impact of one's actions and decisions in ensuring that public interest is upheld at all times. (Level 2)
2. **Delivering Service Excellence** - Complies with VSU's established standards of delivery or service level agreements and delivers explicit requirements of customers; provides proactive, responsive, accessible, courteous and effective public service to provide the highest level of customer satisfaction which exceeds customer's expectation. (Level 2)
3. **Communication Savvy** - Effectively delivers messages that simply focus on facts or information; receives and conveys ideas, instructions, information by using appropriate language, method and manner to ensure the audience understands the message and takes necessary action. Makes clear and convincing oral presentations to individual or groups; listens effectively and clarifies information as needed. (Level 2)
4. **Interpersonal relationship management** - Effectively communicates and interacts with colleagues, customers and clients, and works 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 enabling environment for gender equality and women empowerment by creating awareness of gender and development and formulates guidelines and strategies to address gender-related problems and issues. (Level 1)

#### Functional Competencies

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 4)
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 4)
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. **Maintenance Management** - Develops maintenance planning and operation monitoring to effectively and efficiently deliver repair/maintenance services for buildings, facilities, equipment, machineries and vehicles. (Level 2)
7. **Project Management** - Facilitates smooth implementation of projects, work or activities through information collection from and provision to concerned parties, departments or individuals. Is keen and quick in understanding and dealing with a project situation in a manner that is likely to lead to a good outcome. Conceptualizes, develops, implements, and evaluates programs and projects whether routine, non-routine, ad hoc or task force assignments. (Level 3)
8. **Publication Writing** - Develops and produces scientific article for peer-reviewed journals by utilizing research outputs resulting to wide dissemination of information and technology. (Level 4)
9. **Quality Assurance** - Controls and improves, as necessary, the quality of audit/assessment/accreditation processes in accordance with prescribed quality control policies and procedures as mandated by the University and in compliance with audit and accrediting bodies. (Level 4)
10. **Report Writing** - Prepares and produces reports and other documents such as proposals, policies, guidelines or procedures and manuals in a clear, concise and coherent manner and in accordance with VSU standards that ensures proper documentation and presentation of information for an effective and efficient information utilization and management. (Level 4)
11. **Risk Management** - Ensures implementation of effective identification of hazards in the workplace and develop plans on mitigation, prevention, risk preparedness and responding by conducting a periodic safety inspection, hazard analysis and emergency drills in accordance with RA 10121 to ensure safety of residents, faculty and staff of any risk. (Level 2)
12. **Waste Management** - Implements and ensures the effective waste segregation, collection, disposal through stakeholders' awareness and empowerment in accordance with Republic Act 9003 that lead to cleaner and greener University adherence to national and international sanitation and pollution level standards. (Level 2)

#### Leadership Competencies

1. **Thinking Strategically and Creatively** - Dreams and envisions what the future looks like for the university, thinks dimensionally, crafts strategic goals and strategies to attain that future, identifies connections that are not obviously connected and comes up with new and creative ideas to enhance organizational effectiveness and responsiveness. (Level 1)

- 2. **Creating and Nurturing a High Performance Organization** - Creates a high performing organizational culture that is purpose driven, results-based, client focused and team-oriented (Level 1)
- 3. **Leading Change** - Generates genuine enthusiasm and momentum for organizational development and change by engaging and involving groups and stakeholders to understand, support, commit and own the change agenda and to advance and sustain same for organizational effectiveness. (Level 1)
- 4. **Building Collaborative and Inclusive Working Relationships** - Builds a network of reciprocal, high trust and synergistic working relationship among employees within the organization and across other government and non-government organizations to leverage and maximize opportunities for strategic partnership with external stakeholders (Level 1)
- 5. **Managing Performance and Coaching for Results** - Creates an enabling environment which will nurture and sustains a performance based coaching culture for increased effectiveness of employees and a strong focus in developing people for current and future needs thru an active and continuing staff development program for organizational effectiveness. (Level 1)

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 February 15, 2023.

**DHENBER C. LUSANTA**  
OIC Director  
Ecological Farm and Resource Management Institute  
Visayas State University  
Visca, Baybay City, Leyte

Noted:

**MARIA JULIET C. CENIZA**  
Dean,OVPREI

**HONEY SOFIA V. COLIS**  
Director, ODHRM

**BEATRIZ S. BELONIAS**  
Vice President for Academic Affairs