FOR HIRING

One (1) Computer Programmer I
(Casual)

CSC Minimum Qualifications:

1. Education : **Bachelor's degree relevant to the job**
2. Experience : **None Required**
3. Training : **None Required**
4. Eligibility : **Preferably with Career Service (Professional) Second Level Eligibility**

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 1
2. **Delivering Service Excellence -** Complies with VSU's established standards of service delivery for customer satisfaction. Level 1
3. **Communication Savvy -** Effectively delivers messages that simply focus on facts or information. Level 1
4. **Interpersonal relationship management -** Effectively communicates and interacts with colleagues, customers, and clients, and works well in a team to achieve results. Level 1
5. **Change Adaptation -** Works effectively with a variety of people and situations and adapts one's thinking, behavior, and style appropriately in dealing with change. Level 1
6. **Gender-responsive management -** Promotes gender equality and women empowerment to address gender-related problems and issues. Level 1

Functional Competencies:

1. **Administrative Services Management-** Develops programs and projects, and mobilizes and manages resources, both material and human, to fully achieve the set objectives and targets of the university in general and the different offices/colleges/departments/centers in particular. Level 1
2. **Risk Management-** Ensures implementation of effective identification of hazards in the workplace and develops plans on mitigation, prevention, risk preparedness, and responding by conducting a periodic safety inspection, hazard analyses, and emergency drills in accordance with RA 10121 to ensure the safety of residents, faculty, and staff of any risk. Level 1
3. **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
4. **Use of Information and Communications Technology - Level-2**
5. **Process Management -** Develops, formulates and reviews for enhancement processes, policies and procedures which govern the execution of tasks, activities, or projects, in order to ensure work is accomplished and required results are delivered effectively and efficiently; adopt measures to drive compliance; be proactive in responding to opportunities for improving/streamlining based on experience, feedback, emerging technologies and new direction. **Level - 3**
6. **Monitoring and Evaluation -** Gathers and analyzes the detailed status of the program in order to determine if its ongoing activities are still aligned with the intended direction of achieving the set goals and objectives. **Level-3**

This office highly encourages all interested and qualified applicants and promotes equal employment opportunity to all men and women at all levels of position without discrimination regardless of age, gender, civil status, person with disability (PWD), religion, ethnicity, political affiliation to include members of the indigenous communities and those with diverse sexual orientation, gender identity and expression (SOGIE).

Interested and qualified applicants should signify their interest by applying online at **jobs.vsu.edu.ph** not later than ~~July 28,~~ August 3, 2024. 2024.

Engr. Sean O. Villagonzalo
Head, ICTMC
Visayas State University

Noted by:

Ms. HONEY SOFIA V. COLIS
Director, HRMO

Dr. ELWIN JAY V. YU
Vice President for Administration and Finance

Vision: A globally competitive university for science, technology, and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.

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