



**NOTICE OF SEARCH FOR USTP PRESIDENT  
AND CALL FOR APPLICATION**

The **UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES (USTP)** formally and publicly announces that the Search for Presidency is now open.

**APPLICANTS MUST POSSESS THE FOLLOWING MINIMUM QUALIFICATIONS:**

1. Must be a natural-born Filipino Citizen,
2. Must be morally upright,
3. Must not be less than thirty-five (35) years of age, and not be more than sixty-one (61) years of age,
4. Must be a holder of a relevant doctorate degree or equivalent thereof, from a reputable higher educational institution,
5. Must have a proven track record of at least five (5) years of managerial/administrative experience in any tertiary level institution, directly reporting to the Vice-President or President, whether in public or in the private sector, and
6. Must not have been convicted of any administrative offense or any crime involving moral turpitude.

**Qualified applicants are requested to submit seven (7) sets/copies [one (1) set of original, and six (6) sets of certified photocopies] of the following documentary requirements:**

1. Formal Application letter addressed to:  
**HONORABLE J. PROSPERO E. DE VERA III, DPA**  
Officer-In-Charge, Commission on Higher Education  
4<sup>th</sup> Floor, HEDC Building, C.P. Garcia Avenue  
University of the Philippines, Diliman, Quezon City
2. Detailed Curriculum Vitae, signed under oath (personal data, educational qualifications, work experience including organizational chart of the institution showing the candidate's position, research outputs and publications, extension activities, experience in resource generation, awards and certificates, conferences attended).
3. Certified true copy of documents in support of the data stated in the Curriculum Vitae. The HRM/ Records Officer of the organization where the applicant comes from may certify to the authenticity of the documents provided that the original is presented to him/ her for comparison.

4. Proposed Vision, Mission and Development Goals for the SUC in not more than five (5) pages ( double space, font 12)
5. Certificates/Clearance from the following government agencies, obtained not more than three (3) months from the date of filling of application, indicating applicant has no pending administrative and/or criminal case;
  - i. Sandiganbayan
  - ii. Civil Service Commission (CSC)
  - iii. Municipal/Regional Trial Court
  - iv. Ombudsman (for government employees)
  - v. Institution/Company where applicant is presently employed
  - vi. National Bureau of Investigation (NBI)
6. PSA-Authenticated Birth Certificate,
7. Medical Certificate of Physical Fitness issued by a physician from a DOH-accredited health institution but not the same institution where the applicant is presently employed. Letterhead of hospital; or clinic must indicate DOH accreditation number, in case of private hospitals or clinic.
8. Results of Neuro-psychiatric examination conducted by a physician from a DOH-accredited health institution but not the same institution where the applicant is presently employed. Letterhead of clinic/ hospital must indicate DOH accreditation number. The test results shall also include a statement indicating the purpose for which the test is taken, it should be signed or endorsed by the neuro-psychiatric doctor, e.g. "that test was taken in connection with the applicant's application for the presidency of USTP.
9. Duly accomplished CSC Form 212 made under oath.

The Search Committee for Presidency reserves the right to validate and verify the authenticity of documents submitted and the right to accept or reject any document that it deems to be questionable.

Deadline for submission of application and the required documents shall be on March 28, 2019, 5:00 P.M. (Philippine Standard time)

Applicants may submit their documents to:

**HON. RONALD L. ADAMAT, Ph.D. P.D.**  
 CHED Commissioner and  
 Chairperson, USTP Board of Regents  
 4/F HEDC Building, C.P. Garcia Avenue  
 U.P., Diliman, Quezon City

or to: **DR. RAUL C. ALVAREZ**  
 Regional Director, CHEDRO-X  
 Mon. James Hayes St.  
 Brgy. 40, Cagayan de Oro City

Attention:

**MR. ALBERT A. AÑOSA**  
 Chief of Staff  
 Office of Commissioner R.L. Adamat

Or: **CLINT DJANGO G. PACANA, J.D.**  
 University & Board Secretary  
 USTP-CDO Campus, Lapasan  
 Cagayan de Oro City