



Republic of the Philippines

Cotabato State University

Sinsuat Avenue, Cotabato City



Notice of Search and Call for Application/ Nomination

The **SCPSR** formally and publicly announces that the **Search and Call for Applications or Nominations for two (2) Private Sector Representatives** to the Cotabato State University Governing Board is now OPEN.

Minimum Eligibility Requirements and/or Standards :

1. Must be a Filipino citizen and of legal age;
2. Have at least five (5) years of employment, business, or practice of profession in the private sector preferably related to the Cotabato State University Charter or mandate ;
3. Must be resident of Cotabato City for at least two (2) years where the University is located;
4. Not connected with the CSU or other government agencies and instrumentalities in any manner, for one (1) year immediately prior to his / her nomination to the PSR position ;
5. Not currently employed or appointed to any position in the government (local, national, including government owned and controlled corporations), be it full time or part time, at the time of nomination for the PSR position;
6. Not related to any member of the present Board or their duly-authorized representatives, within fourth civil degree of consanguinity or affinity ; and,
7. Must not have been convicted of any administrative offense or of any crime involving moral turpitude.

Application/ Nomination Documentary Requirements:

1. Formal Application Letter addressed to:

DR. ALANO T. KADIL

Chairperson, Search Committee for Private Sector Representative
Cotabato State University (SCPSR)

Thru: FATIMA D. KASAN, MIT

Secretariat, Search Committee for Private Sector Representative
Cotabato State University

2. Duly notarized application or nomination (with the conforme of the Applicant/ Nominee);
3. Detailed Curriculum Vitae of the applicant/ nominee with documents in support of data certified (e.g. Academic Awards , past and present employment Service Records, awards received, SEC Registration of company/ies owned by nominee (if any), etc.);
4. Certificate of Employment stating Applicant's/ Nominee's present position in the private sector related to the industry, business or profession related to the University charter or mandate;
5. Service Record of Nominees who have been employed in the government at any point;
6. Original NBI Clearance;
7. Certification of No Connection with SUC the Applicant/Nominee is applying or nominated to (issued by the CSU HRMO);
8. Signed Commitment and Availability of the Nominee to serve as PSR and Conforme to the Conditions of Section 14 of CMO 07, series of 2022; and
9. Other documents as may be required by the Cotabato State University Search Committee for Private Sector Representative Governing Board.
10. Applicant's / nominee's personal plans and proposed contribution for the development of Cotabato State University as Private Sector Representative (video recording for a maximum of three (3) minutes).
11. Dully filled-up omnibus sworn statement;
12. Photocopy of vaccination card;
13. Supporting documents for membership in organizations, awards and training must be at least for the past five (5) years.

Submit your application/nomination to:

MS. FATIMA D. KASAN, MIT

Secretariat, Search Committee for Private Sector Representative
Cotabato State University
Sinsuat Avenue, Cotabato City

Interested applicants must submit one (1) set of Original and four (4) photocopies hardcopy of the aforementioned documents on or before October 9, 2023, Friday at 5:00 pm (Philippine Standard Time) until October 20, 2023, at the Office of the Secretariat.

Note: The Search Committee shall only consider applications or nominations with complete documents.