



Republic of the Philippines  
**CARAGA STATE UNIVERSITY**  
Ampayon, Butuan City



**By virtue of the BOR Res. No. 74-04, s. 2023, the Board of Regents of Caraga State University (CSU) formally and publicly announces the Opening of the Search for the CSU Cabadbaran City (CSUCC) Chancellor**

## **NOTICE OF SEARCH FOR CSUCC CHANCELLOR**

### **MINIMUM QUALIFICATIONS**

*A. Applicants for the CSUCC Chancellor must possess the following minimum qualifications:*

1. A Filipino Citizen;
2. A bonafide Faculty of Caraga State University;
3. Must hold an academic rank of not less than Assistant Professor;
4. Must have at least 1 year of administrative experience (Vice President, College Dean, College Secretary and Department Chairperson);
5. Not less than thirty-five (35) years old;
6. Holder of an earned doctorate degree from a CHED-recognized HEI or foreign institution accredited by its respective higher education ministry/commission or appropriate regulatory body;
7. Must not have been convicted for a crime involving moral turpitude, or an offense punishable by imprisonment for a period exceeding six (6) years, or suspended administratively for twelve (12) months, or dismissed from the service.

### **DOCUMENTARY REQUIREMENTS:**

1. Formal application letter addressed to the Chairperson-Designate of CSU BOR:

**HON. JO MARK M. LIBRE**  
Chairperson-Designate, CSU BOR  
Commission on Higher Education  
4<sup>th</sup> floor, HEDC Bldg., CP Garcia Avenue  
UP Campus, Diliman, Quezon City



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2. Detailed curriculum vitae, attested and signed by the applicant;
3. Transcript of records, training certifications, professional accreditations, diplomas, and employment/service records;
4. Published research work, if any;
5. Birth certificate authenticated by the Philippine Statistics Authority (PSA);
6. Medical certificate of physical fitness issued by a physician from a government health institution not in any way connected with the applicant or the SUC applied for;
7. Signed and notarized statement containing the proposed Developmental Goals/Action Plans relating to the new vision and mission of the University;
8. Certificates/clearances from the Human Resource Officer obtained no more than three (3) months from the filing date of the application, indicating that the applicant has not been found guilty in any administrative or criminal case.

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

**IMPORTANT: Interested applicants must submit one (1) set of original and a clear, authenticated electronics copy (Scanned from the original copy, not a screenshot) and one (1) certified true copies of the aforementioned documents on or before April 12, 2023 at 5:00P.M. (Philippine Standard Time) to the Search Committee Secretariat:**

**ATTY. DIANAH JEE U. SASPA- CANUMAY**  
Secretariat, Search Committee for CSUCC Chancellor  
Office of the University and Board Secretary  
2<sup>nd</sup> floor, New Admin Building, CSU-Main Campus  
KM 7 NH1, Ampayon, Butuan City