UP Integrated School is now looking for a 
GUIDANCE SERVICES SPECIALIST

OFFICIAL DESIGNATION: Guidance Services Specialist II (SG-18)

STATUS: Permanent (GSS2-30-1998/850-6-1994)

MINIMUM QUALIFICATIONS:

<table>
<thead>
<tr>
<th>EDUCATION</th>
<th>EXPERIENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. MA or MS degree with a major in Guidance or Psychology, plus 12 units of advanced graduate work completed in Counseling and Guidance and/or Psychology (Clinical Counseling); or</td>
<td>1. None required; or</td>
</tr>
<tr>
<td>2. MA or MS degree with a major in Guidance or Psychology; or</td>
<td>2. 3 years of experience in teaching Guidance and/or Psychology, or in professional counseling and guidance; or</td>
</tr>
<tr>
<td>3. AB or BS degree with a major in Guidance or Psychology plus 18 units of graduate work in Guidance and/or Psychology</td>
<td>3. 5 years of experience in teaching Guidance and/or Psychology, or in professional counseling and guidance</td>
</tr>
</tbody>
</table>

TRAINING:
8 hours of relevant training

ELIGIBILITY:
R.A. 1080 (Guidance)

DEADLINE OF APPLICATION:
31 August 2014

Interested applicants may apply at the Human Resources Development Office, located at the Mezzanine floor, Quezon Hall, UP Diliman with the following:
1. Letter of Application
2. Transcript of records certified copy needed)
3. Certificate of eligibility
4. Certificates of trainings attended (at the most taken 5 years ago)
5. Comprehensive resume with (1) 2x2 recent picture
6. Certificate/s of previous employment/s signed by previous employer

All required documents should be completely submitted on the date of deadline of application, incomplete requirements shall not be accepted.

For inquiries, call HRDO Recruitment Section: (02) 981-8500 loc. 2568
**BULLETIN OF VACANT POSITIONS # 26**

<table>
<thead>
<tr>
<th>POSITION</th>
<th>COLLEGE/UNIT</th>
<th>STATUS</th>
<th>MINIMUM QUALIFICATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) GUIDANCE SERVICES SPECIALIST II (SG-18)</td>
<td>UP Integrated School (UPIS)</td>
<td>Permanent GSS2-30-1996/850-8-1994</td>
<td>1. MA or MS degree with a major in Guidance or Psychology, plus 12 units of advanced graduate work completed in Counseling and Guidance and/or Psychology (Clinical Counseling); or 2. MA or MS degree with a major in Guidance or Psychology; or 3. AB or BS degree with a major in Guidance or Psychology plus 18 units of graduate work in Guidance and/or Psychology</td>
</tr>
</tbody>
</table>

Interested applicants may apply at the Human Resources Development Office, located at the Mezzanine floor, Quezon Hall, UP Diliman with the following:  
1) Letter of application  
2) Transcript of records (certified copy needed)  
3) Certificate of eligibility  
4) Certificates of trainings attended (at the most taken 5 years ago)  
5) Comprehensive resume with (1) 2x2 recent picture  
6) Certificate/s of previous employment/s signed by previous employer  

All required documents should be completely submitted on the date of deadline of application, incomplete requirements shall not be accepted.

For inquiries, call HRDO Recruitment Section:
Check out other job vacancies at [http://www.hrdo.upd.edu.ph](http://www.hrdo.upd.edu.ph) or HRDO, UP Diliman

**DEADLINE OF APPLICATION:** 31 August 2014