

No:/TB-TĐHYKPNT

Ho Chi Minh City, Date:,, 2025

ANNOUNCEMENT

Regarding the Recruitment of Members for Projects in Support of Scientific Research Development Activities at the Biomedical Research Center

Based on the Civil Code No. 91/2015/QH13 dated November 24, 2015;

Based on Decree No. 111/2022/NĐ-CP dated December 30, 2022 of the Government on contracts for certain types of work in administrative agencies and public service units;

Based on Decision No. 1847/QĐ-UBND dated May 12, 2025 of the People’s Committee of Ho Chi Minh City on the assignment of duties related to leadership, management, operational administration, financial transactions, and the execution of responsibilities of the Rector of Pham Ngoc Thach University of Medicine;

Based on Submission Form No. 79/PT-TTNCYS dated September 29, 2025 from the Biomedical Research Center regarding the approval of the recruitment announcement for project members to support scientific research development activities at the Center;

Based on Transfer Note No. 69/PC-TTNCYS dated October 13, 2025 from the Biomedical Research Center concerning the adjustment and supplementation of recruitment position details attached to Submission Form No. 79/PT-TTNCYS dated September 29, 2025;

Pham Ngoc Thach University of Medicine hereby announces the recruitment of project members to support scientific research development activities at the Biomedical Research Center, as follows:

1. Recruitment Principles:

- The recruitment process shall be conducted in accordance with the relevant regulations, ensuring democracy, transparency, and fairness.
- All Vietnamese citizens who meet the eligibility conditions and standards as prescribed by the State are entitled to participate in the recruitment process.
- Any cases of providing false information or submitting falsified documents shall result in termination of employment.

2. General Requirements:

Applicants must meet the following criteria:

a) Possess good political and moral qualities; have a clear personal background; not be under disciplinary action, under review for disciplinary measures, or under criminal investigation.

b) Hold a university degree or higher (priority will be given to applicants with excellent academic performance or doctoral degrees) in a field relevant to the position applied for.

c) Have the ability to apply information technology in professional work (as prescribed in Circular No. 03/2014/TT-BTTTT or hold an equivalent certificate meeting the Basic Information Technology Skill Standards under Circular No. 03/2014/TT-BTTTT, as guided in Joint Circular No. 17/2016/TTLT-BGDĐT-BTTTT dated 21 June 2016 of the Ministry of Education and Training and the Ministry of Information and Communications).

d) Have the ability to use a foreign language in performing teaching and academic duties (in accordance with Circular No. 01/2014/TT-BGDĐT dated 24 January 2014 of the Ministry of Education and Training promulgating the Six-Level Foreign Language Proficiency Framework for Viet Nam).

đ) Be in good health and not have speech impediments such as stammering or lisping.

e) Meet specific criteria for each position as stated in the recruitment announcement.

3. Specific Requirements, Number of Positions, and Job Titles to Be Recruited:

(Attached as an appendix to this Announcement.)

4. Recruitment Schedule:

- Application period: From the date of issuance of this recruitment announcement until 5:00 p.m., 15 November 2025.

- Application review period: From 21 October 2025.

- Professional assessment period: After the announcement of application review results.

Specific details will be announced on the official website of Pham Ngoc Thach University of Medicine at <https://www.pnt.edu.vn/>

5. Application Submission Period:

- Accounting position: From the date of this announcement until 20 October 2025.

- Other positions: From the date of this announcement until 15 November 2025.

6. Application Documents and Submission Venue:

6.1. Application Documents:

- Cover letter;

- Curriculum vitae with a 4x6 photo (issued within the last 6 months and certified by the local authority);

- Certified copies of degree(s) and full academic transcript(s) for Bachelor's, Master's, or Doctoral levels. In cases where the degree was issued by a foreign institution, an official Recognition of Foreign Qualifications must be provided (as regulated in Circular No. 13/2021/TT-BGDĐT dated 15 April 2021 and Circular No. 07/2024/TT-BGDĐT dated 02 May 2024 by the Ministry of Education and Training);

- Valid foreign language proficiency certificate (certified copy);
- Certified copy of computer skills certificate;
- Certified copy of Citizen Identification Card;
- Certified copy of birth certificate;
- Judicial record certificate issued by the Department of Justice within the last 6 months;
- Medical certificate issued within the last 6 months (with official red seal of the issuing medical facility);
- Two (02) color photos (size 4x6 cm);
- Application dossier enclosed in a job application folder, with the applicant's full name, contact number, and relevant personal information clearly indicated on the cover.

Only short-listed applicants will be contacted for interviews. Application documents will not be returned in cases where candidates are not selected.

6.2. Application Submission Venue:

- HR Office, 2nd Floor, Block A1, Pham Ngoc Thach University of Medicine.
- Address: No. 02 Duong Quang Trung Street, Ward Hoa Hung, Ho Chi Minh City.
- Telephone: (028) 38 652 435.

Respectfully.

Recipients:

- University Leadership Board
(for reporting);
- Biomedical Research Center
(for information);
- Information Technology
Division (for website posting);
- Archives: University Office,
HR Office (CK/03b).

**PP. RECTOR
EXECUTIVE VICE-RECTOR**

Assoc. Prof Nguyễn Đăng Thoại, PharmD.