

**ANNOUNCEMENT OF VACANT POSITIONS  
 SELECTION CRITERIA**

As of January 12, 2021

In compliance with CSC MC No.3 s. 2001 (Implementing RA 7041, Requiring Publication of Vacant Positions in Government Offices), notice is hereby given that the vacant positions listed below at ITDI are proposed to be filled.

POSITION TITLE	REF. ITEM NUMBER	CIVIL SERVICE COMMISSION- QUALIFICATION REQUIREMENT				DUTIES AND RESPONSIBILITIES	ADDITIONAL REQUIREMENT
		EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY		
<b>I. Standards and Testing Division (STD)</b>							
<b>1. Supervising Science Research Specialist</b> Salary Grade: <u>22</u> Basic Annual Salary: <u>P 802,404.00</u> Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance At least 23% of Basic Salary as Hazard Pay	1	ITDIB-SVSRS-24-1998	Bachelor's degree relevant to the job	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility or RA1080/ RA10657  • Assist in the planning and coordination of R&D and/or technical service projects of the institute; direct and/or undertake major R&D and/or technical services projects • Initiate and evaluate research projects suggested by the research staff • Participate in scientific conferences, seminars and discussions for scientific advancement and keep up on R&D activities in area of specialization. • Do other related work	• BS Chemistry graduate or allied course, with active license as chemist (complying RA 10657) • Passed the Chemistry Licensure Examination • With experience in chemical testing; Completed at least five (5) years experience in PNS ISO/IEC 17025 implementation • Competent in the conduct of analytical test methods for various sample matrices handled by the Chemist laboratory • At least 8 hours of relevant supervisory training, completed (in-house or sourced out) • Knowledge of chemical background, methodology, method validation/verification, internal quality control, uncertainty of measurement, basic to advanced instrumentation, and other critical technical aspects of analytical methods • Good communication skills (both written and oral); good

*Interested and qualified applicants should signify their interest in writing and attaching the letter of application, the resume or curriculum vitae, Personal Data Sheet with Work Experience Sheet Form, official transcript of records, diploma, certificates of eligibility or board exam results, certificate of trainings, certificate of employment, service record (if applicable), Performance rating in the last rating period (if applicable), and recent 2 X 2 pictures, to the Human Resource Management Office, Administrative Division or send to email address, [admhrms@itdi.dost.gov.ph](mailto:admhrms@itdi.dost.gov.ph) on or before January 29, 2021.*

**Note:**  
*For Insider applicants, please download Form II: Applicant's Data Sheet to this link [http://itdi.dost.gov.ph/images/Personnel/Applicants\\_Data-Sheet\\_2016.pdf](http://itdi.dost.gov.ph/images/Personnel/Applicants_Data-Sheet_2016.pdf), and to be submitted together with the above-mentioned documentary requirement.*

*ITDI, in compliance to Civil Service Commission (CSC) PRIME-HRM, encourages applicants with the necessary qualifications and potential without regard to personal characteristics such as age, sexual orientation and gender identity, civil status, disability, religion, ethnicity and political affiliation.*