

**ANNOUNCEMENT OF VACANT POSITIONS  
 SELECTION CRITERIA**

As of February 19, 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. Packaging and Technology Division (PTD)</b>								
<b>1. Supervising Science Research Specialist</b> Salary Grade: <b>22</b> Basic Annual Salary: P 820,980.00 Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance At least 15% of Basic Salary as Hazard Pay	1	ITDIB-SVSRS-36-1998	Bachelor's degree relevant to the job	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility * RA1080	<ul style="list-style-type: none"> <li>• Supervise packaging related projects;</li> <li>• Develop testing procedures for packaged products;</li> <li>• Supervise and conduct package testing such as migration tests, product-package compatibility tests and properties of packaging material tests;</li> <li>• Supervise implementation of ISO 17025 in the packaging testing laboratory;</li> <li>• Provide information and technical assistance to private individuals/entrepreneurs relative to projects undertaken;</li> <li>• Member of the PTD core team in conducting highly specialized packaging training e.g. shelf life testing, packaging techniques;</li> <li>• Prepare project proposal related to developing methods and procedures in testing packaging related contaminants;</li> <li>• Attend meetings, seminars, workshops that are related to the projects;</li> <li>• Prepare technical paper and report of projects;</li> <li>• Performs activities/assignments that may be assigned by the Division Chief.</li> </ul>	<ul style="list-style-type: none"> <li>• Graduate of BS Chemistry, preferably with MS Chemistry;</li> <li>• Licensed Chemist</li> <li>• At least 10 years work experience in chemical testing to include development of methods and procedures and operation of analytical instruments e.g. GCMS, HPLC, is an advantage;</li> <li>• With knowledge on ISO 17025 accreditation.</li> </ul>

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 March 5, 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.

  
**DR. ANNABELLE V. BRIONES**  
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