

Republic of the Philippines
 Department of Science and Technology
INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE
 DOST Cpd., General Santos Ave., Bicutan, Taguig City
 General Santos Avenue, Bicutan, Taguig City
 Tel. Nos. : 837-2071 to 82 (DOST Trunklines) Telefax No.: 837-3167 local 2219/2222
<http://www.itdi.dost.gov.ph>

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of June 21, 2022

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			
I. Standards and Testing Division (STD)								
1. Chief Science Research Specialist Salary Grade: 24 Basic Annual Salary: <u>P 1,060,920.00</u> Monthly Additional Allowances: P2,000.00 PERA P5,000.00 Representation Allowance P5,000.00 Transportation Allowance P1,500.00 Communication Allowance P3,000.00 Subsistence Allowance P500.00 Laundry Allowance At least 15% of Basic Salary as Hazard Pay	1	ITDIB-CSRS-11-1998	Master's degree or Certificate in Leadership and Management from the CSC	4 years of supervisory/management experience	40 hours of supervisory/management learning and development intervention	Career Service (Professional) Second Level Eligibility or RA1080	<ul style="list-style-type: none"> ● Conducts general supervision, plans, organizes, directs and/or undertakes R&D and/or technical services programs and/or major projects of the institute; ● Prescribes research procedures and/or methods to be followed in the attainment of scientific and technological research and development; ● Does other related work. 	<ul style="list-style-type: none"> ● At least MS degree holder in Science or Engineering related fields; ● Four (4) years of experience in management and supervision; At least five (5) years of experience in management (technical and/or quality) of a laboratory quality management system (LQMS) based on PNS ISO/IEC 17025:2017; ● Competent in the maintenance of laboratory quality management system and its continual improvement; ● Attended at least forty (40) hours of supervisory/management leadership training; At least sixteen (16) hours of training on PNS ISO/IEC 17025:2017 (either technical or management); ● Knowledge of both technical and management requirements of PNS ISO/IEC 17025:2017; ● Good communication skills (both written and oral); good decision-making to management related concerns; ● With Active professional license, as signatory to test reports needed in regulations.

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 (subject: Position_Division) on or before July 20, 2022.

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, and to be submitted together with the above-mentioned documentary requirement.

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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.


ANNABELLE V. BRIONES, PhD.
Director