

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of October 10, 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. Science Research Specialist II Salary Grade: 16 Basic Annual Salary: P 457, 800.00 Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance P500.00 Laundry Allowance At least 15% of Basic Salary as Hazard Pay	1	ITDIB-SRAS2-19-1998	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility * RA 1080 <ul style="list-style-type: none"> ● Formulate simple experimental procedures/designs in the conduct of research; ● Plan daily research activities and gather experimental and literature data; ● Contribute to the planning of research activities relevant to field of work; ● Conducts microbiological analysis of food, water, disinfectants, cosmetics, drugs, extracts, and other industrial samples; ● Conducts method validation/verification studies and estimation of uncertainty of measurement; ● Conducts activities in accordance to ISO/IEC 17025 and BFAD requirements; ● Conducts and monitors quality control procedures in the laboratory; ● Prepares culture media/reagents/samples for analysis; ● Conducts literature research relevant to the field of microbiology; ● Assists in the preparation of R&D project proposals/working plans in accordance with approved standard methods and procedures; ● Prepares technical procedures for the microbiology section; ● Performs validation of request for technical services, acceptance of samples for analysis, and attends to customers' inquiries; ● Prepares materials and supplies requisition; ● Attends meetings, conferences, trainings and activities related to work as directed ● Perform other related functions. 	<ul style="list-style-type: none"> ● Bachelor's degree in Microbiology, Biology, or Allied Sciences; ● At least 1 year of experience and competent in the conduct of analytical methods for the microbiological analysis of food, water, cosmetics, extracts, and other industrial samples; ● With PRC license, or CS Eligibility or Registered Microbiologist; ● With experience in the implementation of quality management system based on ISO/IEC 17025, molecular methods, method validation/verification, estimation of uncertainty of measurements; quality assurance and other technical aspects in microbiology testing; ● With at least 4 hours relevant training in ISO/IEC 17025, molecular methods, method validation/verification, estimation of uncertainty of measurements; quality assurance and other technical aspects in microbiology testing; ● With background in R&D project proposal and implementation; ● Good oral and written communication skills; good decision making on technical problems.

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: Name of Position_Division) on or before November 3, 2022.