

**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. Chemicals and Energy Division (CED)								
1. Science Research Analyst Salary Grade: 11 Basic Annual Salary: P 305,268.00 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-SRAN-30-1998	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	<ul style="list-style-type: none"> • Operates fabrication shop & machine shop machinery and equipment; • Observes machine operation to detect parts defects or machine malfunction; • Assists in the conduct of energy audit services; • Performs related and other works that maybe assigned by the Supervisor; • Attends meetings, seminars, trainings, conferences or workshops for scientific or technical advancement; • Take charge of the cleanliness and orderliness of rooms and facilities therein; • Performs special assignments and other related duties and responsibilities. 	<ul style="list-style-type: none"> • Bachelor's degree relevant to the job; • With any vocational/technical course with technical skills related to welding and fabrication; • Computer literate (Microsoft programs and other applications).

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.

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.

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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