

**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. Materials Science Division (MSD)							
1. Supervising Science Research Specialist Salary Grade: 22 Basic Annual Salary: P 839,556.00 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-SVSRS-6-1998	Bachelor's degree relevant to the job	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility *RA 1080 <ul style="list-style-type: none"> • Acts as project leader or coordinator of scientific and technological research and development programs and project in any field of materials science, particularly in the fields of ceramics and related materials; • Conceptualize research and development plans, programs and projects relevant to the objectives of the institute and of the national development programs and projects; • Supervises the staff in the development, implementation, evaluation and monitoring of programs/projects of the section; • Participates in the formulations of strategies and operational processes for the implementation of specific programs/projects of the institute; • Provides technical and consultancy services related to materials science; • Prepares highly scientific and technical papers for publications; • Participates in scientific conferences, seminars, workshops, inter-agencies meeting for scientific advancement and R&D areas of specialization; • Performs such other duties which may be assigned from time to time. 	<ul style="list-style-type: none"> • Preferably with a Master's degree in Chemistry, Chemical Engineering, Materials Science and/Engineering or related courses; • Must have government/professional license; • Has track record in technical/R&D proposal wiring and/or project management; • With relevant experience in research works in any field of materials science, particularly ceramics and related field is an advantage; • Has excellent verbal/written communication and interpersonal skills; • Preferably with ISO background (ISO 9001:2015).

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.

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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.


DR. ANNABELLE V. BRIONES
Director 