

**ANNOUNCEMENT OF VACANT POSITIONS  
 SELECTION CRITERIA**

As of May 22, 2023

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. National Metrology Division (NMD)</b>								
<b>1. Science Research Specialist I</b> Salary Grade: <b>13</b> Basic Annual Salary: P 357,576.00 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	<b>1</b>	ITDIB-SRAS1-46-1998	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility *RA 1080	<ul style="list-style-type: none"> <li>● Performs chemical analysis of samples and method validation of different analytical techniques;</li> <li>● Prepares RM/PT materials and conducts Characterization studies;</li> <li>● Assist in the conduct of organization and coordination of PT schemes;</li> <li>● Assist in the collation of PT result and assist in the preparation of the report;</li> <li>● Evaluate supplier's quotation for equipment and materials;</li> <li>● Performs documentation requirements for accreditation to ISO/IEC 17025:2017, ISO 17034:2016, and ISO/IEC 17043:2010;</li> <li>● Performs other related duties which may be assigned from time to time.</li> </ul>	<ul style="list-style-type: none"> <li>● BS Chemistry Graduate and passed PRC Chemistry licensure examination;</li> <li>● Preferably with MS Chemistry units (at least 12 units) or its equivalent training on chromatographic and/or mass spectroscopic techniques (e.g. ID-LCMS, ID GCMS, ID-ICPMS);</li> <li>● Preferably with ISO background in quality management and technical requirements for testing laboratory, reference material production, and provision of proficiency testing schemes (e.g., ISO/IEC 17205:2017, ISO 17034:2016, and ISO/IEC 17043:2010);</li> <li>● Preferably with at least two-year experience in reference value assignment.</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) (subject: Name of Position\_Division) on or before June 4, 2023.*

**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**  
 Director