

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of July 12, 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 | | | |
| I. Standards and Testing Division (STD) | | | | | | | | |
| 1. Science Research Specialist II Salary Grade: 16 Basic Annual Salary: <u>P 476,064.00</u> 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-SRAS2-90-1998 | 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 file of work; • Conduct analytical testing; • Perform other related functions. | <ul style="list-style-type: none"> • Bachelor of Science in Chemistry graduate, with active license as a registered Chemist (in compliance to RA 10657 and its IRR); • Completed at least one (1) year of experience in analytical chemical testing; Completed at least one (1) year of experience in PNS ISO/IEC 17025 compliance and implementation; Experience in the conduct of research and development is an advantage; • Competent in the conduct of analytical test methods for various simple matrices handled by the Chemistry Laboratory; • At least (4) hours each of relevant training on method validation/verification, internal quality control, and measurement uncertainty, completed (in-house or sourced out); • Knowledge of chemical background, methodology, method validation/verification, internal quality control, uncertainty of measurement, basic to advanced instrumentation, and other critical aspects of analytical methods; • Good communication skills (both written and oral); good decision-making to technical problems; • Passed the Chemist Licensure Examination, registered under the Professional Regulatory Commission (PRC) based on RA 10657, and with active license. |

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 July 27, 2023.

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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

Director 