

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of May 24, 2024

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. Standard and Testing Division (STD)							
1. Senior Science Research Specialist Salary Grade: 19 Basic Annual Salary: P 616,284.00 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-SRSRS-62-1998	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility ● Assists the Laboratory Head in planning and undertaking the activities of the laboratory. ● Conducts and supervises tests of materials, conducts research on test methods, prepares test reports and performs other duties as assigned by the laboratory.	● BS in Chemical, Civil, Electrical or Mechanical Engineering graduate. ● Having a postgraduate degree or earned units is an advantage. ● With atleast 5 years of hands-on experience in mechanical, physical or performance testing of materials and products using a Universal Testing Machine and other related equipment. ● With at least 3 years of experience in the assessment or supervision of manufacturing and industrial processes. ● With strong background in technical/R&D proposal writing and/or project management. ● Proficient in the operations of an ISO/IEC 17025 accredited testing laboratory with a functional laboratory quality management system. ● Competent in computer software operations and in handling laboratory information management systems. ● A good, result-oriented, team player who could motivate others to perform their best. ● Has excellent verbal/written communication and interpersonal skills. ● Can deal effectively with senior management. ● Be able to work with minimum supervision.

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 June 8, 2024.

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