

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of August 19, 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. Environment and Biotechnology Division (EBD) | | | | | | | | |
| 1. Science Research Specialist II Salary Grade: <u>16</u> Basic Annual Salary: P 476,064.00 Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance P500 Laundry Allowance At least 15% of Basic Salary as Hazard Pay | 1 | ITDIB-SRAS2-14-1998 | Bachelor's degree relevant to the job | 1 year of relevant experience | 4 hours of relevant training | Career Service (Professional) Second Level Eligibility | <ul style="list-style-type: none"> ● Conduct research and development studies on biotechnology, virology and vaccine development ● Formulate simple experimental procedures in the conduct of research ● Plan daily research activities and gather experimental and literature data ● Contribute to the planning of research activities relevant to the field of work ● Performs other related duties by accomplishing assigned tasks within the prescribed period | <ul style="list-style-type: none"> ● Have an advance degree in Biology, Biotechnology, Microbiology or Biochemistry ● Experience in any of these fields would be an added advantage |

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 August 30, 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