

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of September 12, 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. Technological Services Division (TSD)								
1. Science Research Technician III Salary Grade: 13 Basic Annual Salary: P 394, 440.00 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-SRT3-2-1998	Completion of two years studies in college	3 years of relevant experience	16 hours of relevant training	Career Service (Professional) Second Level Eligibility	<ul style="list-style-type: none"> ● Provide technical support for the planning/establishment and management of the institute's facilities ● Provision of technical services for various R&D and tech transfer activities of the institute (i.e., design and drafting, assessment) ● Assist in the implementation and monitoring of ITDI projects, as assigned 	<ul style="list-style-type: none"> ● Preferably with bachelor's degree – engineering course or related field ● Relevant experience on planning and management of infra and infra-related projects. ● Preferably, with experience in government infrastructure projects.

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 September 27, 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