

Republic of the Philippines  
 Department of Science and Technology  
**INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE**  
 DOST Cpd., General Santos Ave., Bicutan, Taguig City  
 Tel. Nos. : 8683-7750 to 69 (DOST - ITDI Trunklines)  
<http://www.itdi.dost.gov.ph>

**ANNOUNCEMENT OF VACANT POSITIONS  
 SELECTION CRITERIA**

As of April 15, 2025

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. Environment and Biotechnology Division (EBD)</b>							
<b>1. Science Research Specialist I</b> Salary Grade: <b>13</b> Basic Annual Salary: P 413, 052.00 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-SRAS1-58-1998	Bachelor's degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility  <ul style="list-style-type: none"> <li>● Conduct review of related literature and studies in the field of white biotechnology</li> <li>● Assist in the preparation of proposals and implementation of projects on white biotechnology</li> <li>● Become a member of EBD and DOST-ITDI functional committees</li> <li>● Assist in providing technical services on biotechnology.</li> </ul>	<ul style="list-style-type: none"> <li>● BS degree in Biology, Biotechnology, Microbiology or Biochemistry</li> <li>● Preferably have Master's degree in Microbiology or Biology is an advantage.</li> <li>● Experience in industrial biorefineries or white biotechnology is added advantage</li> <li>● Deep understanding in molecular biology specifically in molecular diagnostics</li> <li>● Appropriate registration or equivalent professional recognition.</li> <li>● Familiar with ISO 9001:2015 documentation and office procedures in government service</li> <li>● In depth knowledge in Biosafety and Biosecurity. With experience in drafting Laboratory SOPs</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 April 28, 2025.*

**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