



## ANNOUNCEMENT OF VACANCY

The Industrial Technology Development Institute, attached to the Department of Science and Technology, and mandated to (1) undertake applied research and development to generate new knowledge, technologies, and innovations in the field of industrial manufacturing, mineral processing, and energy; (2) conduct knowledge translation or technology transfer and commercialization and, (3) provide technical services, tests and analyses, and calibration to ensure international traceability of the national units of measure are in need of:

### **DIRECTOR III (Plantilla Item: ITDIB-DIR3-2-1998, SG-27-Step 1)**

#### Brief functions of the position:

- Assist the Director IV in setting directions, targets and operational policies of the programs and projects of the Institute;
- Assist the Director IV in the conceptualization, planning, and implementation of the programs and projects with a national and international organization;
- Directly manage the operational activities of the R&D divisions of ITDI;
- Lead in the implementation/supervision of R&D programs, projects, activities;
- Participate in scientific meetings/fora;
- Perform other duties as assigned.

#### Qualification Standard:

- Filipino Citizen;
- Must have at least:
  - Master's degree in Science or Engineering or Certificate in Leadership and Management from the Civil Service Commission (CSC); a Ph.D. degree is an advantage
  - Five (5) years of supervisory/ management experience, with at least two (2) years in planning, organizing, coordinating, monitoring, handling technical/scientific/research activities; and
  - 120 hours of supervisory/management learning and development interventions undertaken;
- With at least 5 published scientific papers, and with technology transfer experience
- Career Service Executive Eligibility (CSEE) / Career Executive Service (CES). In the absence of CES or CSEE, the successful applicant must apply for eligibility within one year from assumption to duty
- Must not have been convicted of any administrative offense or crime; and
- Must be of good health

#### Compensation Package:

Monthly salary at SG-27-Step 1; Representation and Transportation Allowance, PERA, and Additional Compensation, and other allowable benefits such as those provided under the Magna Carta for Scientists, Engineers, Researchers, and other S&T Personnel in Government (RA 8439).

#### Selection Criteria:

- I. Accomplishments
- II. Relevant Education (relevant to the position applied for)
- III. Relevant Management Experiences
- IV. Relevant Training
- V. Job Competency (core, organizational, leadership, and technical)
- VI. Personal Qualities and Attributes

#### Documents to be submitted together with the application letter:

- Personal Data Sheet (CS Form No. 212, revised 2017) and Work Experience Sheet (Attachment to CS Form No. 212)
- Plans and programs for ITDI (at most 500 words)
- Updated service record for those who served in the government
- Performance Evaluation for the last three (3) years
- Notarized affidavit indicating that the applicant has not been convicted of any administrative offense and/or crime must be submitted. If the applicant has a pending civil, administrative, and/or criminal case or was a party to any of these cases in the past, such fact must be disclosed.
- Medical certificate issued by a licensed government physician
- 2 x 2 ID photo (2 pcs)
- Supporting documents such as certified true copy of training certificates, awards received, documentation of accomplishments and others

For shortlisted applicants, they shall be required to undergo psychological examination prior to the interview. In addition, the chosen applicant shall be required to submit clearances from NBI, Civil Service Commission, Ombudsman, and Sandiganbayan.

Note: *ITDI encourages all interested and qualified applicants including Persons with Disability (PWD) and members of the indigenous communities irrespective of sexual orientation and gender identity to apply for the above mentioned vacant position.*

Please address applications to:

  
**DR. ANNABELLE V. BRIONES**  
Director IV, ITDI

Applications to be sent to this address:

Human Resource Management Section  
Industrial Technology Development Institute  
General Santos Ave. DOST Cpd., Bicutan Taguig City 1631

Deadline of submission of application: **January 22, 2020**

*Our Business is Industry*

Membership:

- General Conference on Weights and Measures (CGPM)
- Asia Pacific Metrology Programme (APMP)
- Asia Pacific Legal Metrology Forum (APLMF)