

Republic of the Philippines
 Department of Science and Technology
INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE
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<http://www.itdi.dost.gov.ph>

**ANNOUNCEMENT OF VACANT POSITIONS
 SELECTION CRITERIA**

As of October 4, 2021

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. Materials Science Division (MSD)							
1. Science Research Specialist II Salary Grade: 16 Basic Annual Salary: P 439,536.00 Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance P500.00 Laundry Allowance At least 23% of Basic Salary as Hazard Pay	1	ITDIB-SRAS2-31-1998	Bachelor's degree relevant to the job	1 year of relevant experience	4 hours of relevant training	Career Service (Professional) Second Level Eligibility or RA1080 <ul style="list-style-type: none"> • Conducts materials characterization of various materials using equipment at ADMATEL. • Prepares Report of Analysis. • Maintains availability of supplies and materials needed in the laboratory. • Maintains proper handling of equipment and maintain cleanliness in the assigned workplace. • Attend to administrative matters and related activities to the operations. • Attend to customer queries and suggest/recommends test methods applicable. • Acts as deputy to lab head in his/her absence. • Ensures compliance to the ISO 17025 standards requirements in all aspect of lab. activities. • Performs other duties that may be assigned from time to time. 	<ul style="list-style-type: none"> • BS degree in Chemistry, Chemical Engineering, Electronics and Communication Engineering, Materials Science and Engineering, Physics • Preferably with Master's degree • With at least 1 year work experience in chemical analysis and materials characterization, preferably in semiconductor and electronics and with adequate experience in the operation of analytical equipment like TOFSIMS, AES, FIB-FESEM, FTIR, DSC, TGA, TMA, optical microscopes, and sample preparation tools. • With work experience in ISO 17025 Accredited Testing laboratory is an advantage. • Competency on Microsoft Office and internet applications. • Good in communication skills, both oral and written. • With RA 1080 eligibility • Can work with minimal supervision, resourceful, has the initiative, a team player, and high attention to details.

*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: Position_Division) on or before **October 20, 2021**.*

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

837-3167-2219-2