

**ANNOUNCEMENT OF VACANT POSITIONS
SELECTION CRITERIA**

As of February 23, 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. Environment and Biotechnology Division (EBD)								
1. Senior Science Research Specialist Salary Grade: <u>19</u> Basic Annual Salary: <u>P 579,756.00</u> Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance At least 23% of Basic Salary as Hazard Pay	1	ITDIB-SRSRS-88-1998	Bachelor's degree relevant to the job	2 years of relevant experience	8 hours of relevant training	Career Service (Professional) Second Level Eligibility	<ul style="list-style-type: none">• Prepare proposals and implement projects on white biotechnology;• Develop and conduct training modules on biocatalysis, industrial enzymes, biosurfactants, biopolymers, and similar subject matter;• Act as officer-in-charge of Industrial Fermentation Technology Section in the absence of Section Head;• Assume chairpersonship of EBD functional committees such as SDC, Selection Board, ISO, etc.;• Represent DOST-ITDI in inter-agency technical working group on biotechnology concerns.	<ul style="list-style-type: none">• Advance degree in Biology or Microbiology or Biotechnology or Biochemistry;• Experience in industrial biorefineries or white biotechnology;• Appropriate registration or equivalent professional recognition.
2. Science Research Specialist I Salary Grade: <u>13</u> Basic Annual Salary: <u>P 339,312.00</u> Monthly Additional Allowances: P2,000.00 PERA P3,000.00 Subsistence Allowance At least 23% 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">• Conduct review of related literature and studies in the field of white biotechnology;• Assist in the preparation of proposals and implementation of projects on white biotechnology;• Become a member of EBD and DOST-ITDI functional committees;• Assist in providing technical services on biotechnology.	<ul style="list-style-type: none">• BS degree in Biology, Biotechnology, Microbiology or Biochemistry;• With Masters units in Biology, Biotechnology, Biochemistry or microbiology is an advantage;• Experience in industrial biorefineries or white biotechnology is added advantage;• Appropriate registration or equivalent professional recognition.

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 on or before March 12, 2021.

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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 