

**Department of Science and Technology
PHILIPPINE TEXTILE RESEARCH INSTITUTE**

NOTICE OF VACANCY

A notice is hereby given that the Science Research Specialist I (SG-13) position from the Research and Development Division - Chemicals, Dyes, Auxiliaries and By-products Utilization Section (RDD-CDABUS) is vacant. The aforesaid position is proposed to be filled up immediately.

Position Title:	Science Research Specialist I (Contract of Service)	Item No.:	N/A
Place of Assignment:	PCAARRD-GIA Project: Evaluation of Philippine Bamboo Species as a Textile Material, Research and Development Division - Chemicals, Dyes, Auxiliaries and By-products Utilization Section (RDD-CDABUS)	Salary Grade:	SG-13
		Salary Rate:	PHP 35,758.00/month

Brief Description of Duties and Responsibilities:

1. Implement the activities of the project per approved project proposal/workplan:
 - Assist in the procurement of chemicals needed in the project
 - Prepare samples/reagents/solutions for experiments/trials/verification
 - Conduct laboratory trials/experiments
 - Conduct technical evaluation and implementation of the project;
2. Prepare and present technical report/integrating results of the project;
3. Draft technical paper for publication, Intellectual Property (IP), Memorandum of Agreement (MOA), and communication;
4. Conduct 5S in the assigned area;
5. Consolidate submitted reportorial requirements;
6. Participate in all RDD meeting;
7. Perform other related activities.

Minimum Qualifications:

Education:	Bachelor's degree relevant to the job
Experience:	None required
Related Training:	None required
Eligibility:	None required

Preferred Qualifications:

Education:	Graduate of BS Chemistry/BS Agricultural Chemistry/BS Forestry
Experience:	with 1 year relevant experience
Related Training:	None required
Eligibility:	None required

Interested and qualified applicants should signify their interest in writing. *Submit* the following documents to the address below not later than 03 APR 2022:

Documentary Requirements:

1. Application letter;
2. Comprehensive Resumé;
3. Fully accomplished Personal Data Sheet (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph with recent picture 2 pcs. passport size with signature over handwritten name;
4. *Authenticated/certified true copy* of certificate of eligibility/ratings/license;
5. Photocopy of Transcript of Records & Diploma;
6. Performance Evaluation Rating in the last 2 rating periods or its equivalent;
7. Potential Assessment Form (to be requested from the PTRI-HRRMS);
8. Photocopy of Training Certificates;
9. NBI Clearance (if not available, submit the online booking slip if recommended to the position); and
10. Medical Certificate (if applicant is recommended to the position).

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

Please forward all applications to:

MATT ANTHONY M. PAREJA
Administrative Officer V and Head,
Human Resource and Records Management Section
Finance and Administrative Division
PHILIPPINE TEXTILE RESEARCH INSTITUTE
Room 314, PTRI Building, DOST South Compound
General Santos Avenue, Bicutan, Taguig City
Telephone No. 8372071-82 local 2377 & 2378
Email address: recruitment@ptri.dost.gov.ph

Requesting Official:

JULIUS L. LEANO JR., Ph.D
Officer-in-Charge, Office of the Director

The DOST-PTRI adheres to the existing general policy of no discrimination in the selection of employees/applicants on account of age, sex, sexual orientation and gender identity, civil status, disability, religion, ethnicity, or political affiliation. PTRI has the following available facilities like: 1. Elevator and ramp are available for PWD; 2. Construction of rest rooms for SOGI; and 3. Provision of LCD projector and screen for visually and hearing-impaired persons.

DATE POSTED: 29 MAR 2022