

**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 - Natural Fiber Utilization Section (RDD-NFUS) is vacant (anticipated). The aforesaid position is proposed to be filled up immediately.

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|---------------------|--|---------------|---|
| Position Title: | Science Research Specialist I (Anticipated Vacancy) | Item No.: | PTRIB-SRAS1-20-1998 |
| Place of Assignment | Research and Development Division - Natural Fiber Utilization Section (RDD- NFUS) | Salary Grade: | SG-13 |
| | | Salary Rate: | P29,798.00 /month Plus other benefits under RA 8439 |

Brief Description of Duties and Responsibilities:

1. Conducts the activities of assigned research and development (R&D) project/s on silk and silkworm germplasm;
2. Assists in the conduct and implementation of other R&D projects (moriculture, hybrid cocoon production, silk processing, silk product development, technology transfer);
3. Prepares technical and semi-technical articles for publication and intellectual property rights claims for protection;
4. Prepares reports and draft communication and initiate/explore possible linkages and collaboration with stakeholders;
5. In charge of the operation & upkeep and maintenance of the Institute's silkworm germplasm and laboratory;
6. Performs other related tasks as maybe assigned from time to time.

Minimum Qualifications:

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|-------------------|--|
| Education: | Bachelor's degree relevant to the job |
| Experience: | None required |
| Related Training: | None required |
| Eligibility: | Career Service (Professional), Second Level Eligibility |

Preferred Qualifications:

| | |
|-------------------|---|
| Education: | Bachelor of Science relevant to the job |
| Experience: | - With two (2) years of relevant experience With experience in actual project implementation and management of any DOST funded project |
| Related Training: | None required |
| Eligibility: | RA 1080/Second Level Eligibility |

Interested and qualified applicants should signify their interest in writing. *Submit* the following documents to the address below not later than 06 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:


CORAZON I. TAPULGO
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: 22 MAR 2022