

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

**NOTICE OF VACANCY**

A notice is hereby given that the Science Research Specialist II (SG 16) position from the Research and Development Division - Natural Fiber Utilization Division (RDD-NFUS) is vacant. The aforesaid position is proposed to be filled up immediately.

Position Title:	<b>Science Research Specialist II</b>	Item No.:	<b>PTRIB-SRAS2-26-1998</b>
		Salary Grade:	<b>16</b>
Place of Assignment:	<b>Research and Development Division - Natural Fiber Utilization Division (RDD-NFUS)</b>	Salary Rate:	<b>₱39,672.00 /month</b> Plus other benefits under RA 8439

**Brief Description of Duties and Responsibilities:**

1. Conceptualize, plan, organize and conduct activities of an R&D project; the R&D projects include topics related to natural textile processing, textile machinery, textile composite, and other textile-related fields;
2. Prepare and publish technical and semi-technical articles; prepare and file intellectual property (IP) claim for technologies/products generated;
3. Undertake contract researches; render technical consultancies and services related to textile fibers and polymers, textile materials, nanotechnologies, and other related topics;
4. Prepare technical reports; respond and prepare correspondences and communication; prepare and facilitate forging agreements toward establishing linkages; oversee the management and maintenance of the laboratory yarn spinning equipment and fabric manufacturing machines;
5. Perform other related activities including but not limited to the following:
  - Maintain ISO certification thru relevant assigned duties and responsibilities;
  - Oversee preventive maintenance of laboratory yarn spinning equipment and fabric manufacturing machines;
  - Actively participate in assigned committees as a member or officer; and
  - Attend assigned and scheduled meetings, training, and events.

**Minimum Qualifications:**

Education:	<b>Bachelor's degree relevant to the job</b>
Experience:	<b>1 year of relevant experience</b>
Related Training:	<b>4 hours of relevant training</b>
Eligibility:	<b>Career Service (Professional) Second Level Eligibility</b>

**Preferred Qualifications:**

Education:	<b>Bachelor's degree in Mechanical Engineering, Chemistry, Chemical Engineering, Agricultural Engineering, Electrical Engineering and other related courses</b>
Experience:	<b>1 year of relevant experience</b>
Related Training:	<b>4 hours of relevant training</b>
Eligibility:	<b>Career Service (Professional) Second Level Eligibility/RA 1080</b>

Interested and qualified applicants should signify their interest in writing. *Submit* the following documents to the address below not later than 30 JUN 2023:

**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](http://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:

**MERLITA R. ODI**  
Officer-in-Charge  
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](mailto: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:

19 JUN 2023