

Department of Science and Technology  
PHILIPPINE TEXTILE RESEARCH INSTITUTE

JOB OPPORTUNITY

Position Title:	Project Technical Specialist I	Position Code:	RDD-BM-1-01
Place of Assignment:	Research and Development Division - Natural Fiber Utilization Section (RDD - NFUS)	Salary Grade:	SG-16
		Salary Rate:	P52,272.00
Project Title:	Biocompatible Electrospun Nanofiber-Based Scaffolds for Drug Delivery and Wound Healing (BioNanoScaffolds)		

Brief Description of Duties and Responsibilities

1. Implement and conduct project activities according to the approved work plan;
2. Draft technical paper/s, Intellectual property claims to the Institute, MOA/MOU for stakeholders and partners, and periodic (e.g. monthly, quarterly, terminal) project reports and all necessary attachments per DOST-GIA formats;
3. Conduct of laboratory experiments/activities as required by the project;
4. Provide technical supervision and assistance in R&D laboratory activities of the project;
5. Maintain and organize the data related to project activities;
6. Submit detailed reports summarizing findings and progress;
7. Attend all project meetings and discussions as scheduled;
8. Maintain the upkeep of the assigned office and/or laboratory facility;
9. Maintain documentation and data in a laboratory notebook/digital platform to be checked weekly and update digital copies of all data, results, and images;
10. Submit weekly progress report every last working day of the week; and
11. Perform other tasks and assignments related to the program/project as may be assigned.

Minimum Qualifications:

Education:	Bachelor's degree
Experience:	One (1) year of relevant experience
Related Training:	Four (4) hours of relevant training
Eligibility:	Career Service Professional / Second Level Eligibility

Preferred Qualifications:

Education:	Bachelor of Science in Biological Engineering, Biological Sciences, Biochemistry, or any related course/s
Experience:	At least one (1) year of relevant experience
Related Training:	At least four (4) hours of relevant training
Eligibility:	Career Service Professional / Second Level Eligibility

Documentary Requirements

1. Application Letter;
2. Comprehensive Resume;
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 eligibility/ratings/license;
5. Photocopy of Transcript of Records & Diploma;
6. Performance Evaluation Rating in the last 2 rating periods or its equivalent, (if any);
7. Photocopy of Training Certificates;
8. NBI Clearance (if applicant is recommended to the position); and
9. Medical Certificate (if applicant is recommended to the position).

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

DATE POSTED: [03 July 2025](#)

DEADLINE OF SUBMISSION: [12 July 2025](#)

Direct Link:  
<https://hrms.dost-ptri.com/23/RDD-BM-1-01>  
or Scan the QR Code:



All interested and qualified applicants are required to express their intent in writing and submit the necessary documents via the DOST-PTRI Human Resource Management System <https://hrms.dost-ptri.com/>. Please note that applications not submitted through the DOST-PTRI HRMS will not be processed.

The DOST-PTRI adheres to the existing general policy of no discrimination in the selection of employee/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.