



NOTICE OF VACANCY
January 01, 2023

The Department of Science and Technology Regional Office No. VIII, Government Center, Candahug, Palo, Leyte announces the vacant position (Project Technical Assistant-IV, **Contract of Service**), as follows:

Position Title	:	Project Technical Assistant IV (OneLab for TED))
Monthly Salary	:	P 37, 584.00
Qualifications	:	Licensed Chemist
Education	:	BS Chemistry/Agricultural Chemistry Graduate
Training	:	At least 8 hours of relevant training
Experience	:	Preferably with experience working as an analyst in a chemical laboratory, and with knowledge in project management.
Eligibility	:	RA 1080
Required Competencies	:	Core: 1. Critical Thinking 2. Communication 3. Customer Focus Functional: 4. Attention to Details 5. ICT Application 6. Risk Management
Place of Assignment	:	Regional Standards and Testing Laboratory (DOST8-RSTL)
Duties	:	1. Performs functions as an analyst of the Physico-chemical Laboratory: a) Performs Physico-chemical analysis on samples submitted by RSTL customers; b) Prepares reagents and materials needed for testing; c) Assist in the conduct of Quality Control activities required in conformance with ISO 17025 and RSTL QMS; d) Performs maintenance activities for laboratory equipment and facilities e) Performs activities required in sample receipt and customer reception. 2. Assists the Technical Manager in the administrative and technical operations of the Physico-chemical laboratory: a) Prepares technical reports and other documents of the RSTL; b) Assists in the documentation and control of records management of the RSTL. 3. Performs other related duties as may be assigned from time to time by the higher authorities.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF SCIENCE AND TECHNOLOGY
REGIONAL OFFICE NO. VIII



Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send them to the address below no later than **August 14, 2023.**

1. Fully accomplished Personal Data Sheet with a recent passport-sized picture (CSC Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph
3. Certified True Copy of Diploma
4. Authenticated Copy of Transcript of Records
5. Certificate of Eligibility/ Board Exam result, Awards, Training, if any

DOST Region VIII adheres to the existing general policy of no discrimination and equal opportunity. All qualified applicants are welcome to apply regardless of age, sex, civil status, sexual orientation, gender identity and expression (SOGIE), disabilities, religion, and/or indigenous group membership.

Qualified applicants are advised to hand in or send through courier/email application to:

ENGR. ERNESTO M. GRANADA
Regional Director
DOST Regional Office No. 8
Gov't. Center, Candahug
Palo, Leyte 6501
Email address: records@dost8.dost.gov.ph

APPLICANTS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.