



Republic of the Philippines

DEPARTMENT OF SCIENCE AND TECHNOLOGY

PHILIPPINE COUNCIL FOR HEALTH RESEARCH AND DEVELOPMENT



NOTICE OF VACANT POSITION

As of June 23, 2020

OUTSOURCED

Research and Development Management Division

One (1) Science Research Specialist II– Outsourced

Basic Salary: Php 33,584.00/ month

Qualification Standard

Education: Bachelor's degree in college

Experience: 1 year related experience

Training: 4 hours relevant training experience

Preferred Qualifications/ Attributes

- At least a Bachelor's Degree in Molecular Biology/ Biotechnology/ Life Sciences or any related course; Post-baccalaureate degree is an advantage
- Has training/background in Project Management;
- With good decision-making and analytical thinking skills;
- With excellent oral and written communication skills;
- With strong work ethic and positive attitude;
- Must be coachable, a team-player, and can work under pressure with minimum supervision;
- Knowledgeable in computer office applications (MS Office and GSuite platforms);
- Has training/background in Project Management;
- With good decision-making and analytical thinking skills;
- With excellent oral and written communication skills;
- With strong work ethic and positive attitude;
- Must be coachable, a team-player, and can work under pressure with minimum supervision;
- Knowledgeable in computer office applications (MS Office and GSuite platforms)

(SOGI) to signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **July 7, 2020**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Accomplished Work Experience Sheet;
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records and Diploma
6. Photocopy of training/seminars attended;
7. Photocopy of Service Record/ Certificate of Work Experience; and
8. Application Letter addressed to :
DR. JAIME C. MONTOYA
Executive Director

In compliance with the general community quarantine now taking effect in different regions of the country due to the pandemic COVID-19, **QUALIFIED APPLICANTS** are advised to send through email their application requirements addressed to:

DR. BUENALIVIA N. OLATAN
ADMINISTRATIVE OFFICER V
Human Resource Management Section
Philippine Council for Health Research and Development -DOST
Saliksik Building, General Santos Avenue, Bicutan, Taguig City
Bicutan, Taguig City

pchrd.hrrecruitment@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED

JAIME C. MONTOYA, MD, MSc, Ph.D, CESO II
Executive Director

Date Posted:

