



## ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE

### PUBLICATION OF VACANT POSITION

<b>POSITION</b>	:	Project Senior Technical Specialist
<b>SALARY GRADE</b>	:	SG 22
<b>NO. OF POSITIONS AVAILABLE</b>	:	1
<b>LOCATION</b>	:	Computer Software Division
<b>JOB QUALIFICATION</b>	:	N/A
Education	:	Bachelor's degree or higher in Computer Science, Data Science, Artificial Intelligence, Engineering, or a related field with a strong background in AI model development, machine learning, and project management
Experience	:	3 years of relevant experience in AI Engineering, Data Science, or Software Development, with exposure to project management methodologies Proven experience in leading AI/ML projects from conceptualization to deployment.
Training	:	16 hours of relevant training
Eligibility	:	None required
Other Requirements	:	Technical Expertise: <ul style="list-style-type: none"><li>• Strong proficiency in Python and experience with AI/ML frameworks like TensorFlow, PyTorch, and Scikit-Learn.</li><li>• Familiarity with Google Vertex AI, Azure Machine Learning, AWS SageMaker, or on-prem AI infrastructures.</li><li>• Experience in data engineering, ETL pipelines, and handling large-scale datasets.</li><li>• Strong knowledge of software development life cycle (SDLC), DevOps, and MLOps workflows.</li><li>• Hands-on experience with cloud computing, containerization (Docker, Kubernetes), and CI/CD pipelines for AI applications.</li><li>• Experience with data visualization tools (e.g., Power BI, Tableau, Matplotlib, Seaborn).</li><li>• Knowledge of AI ethics, bias mitigation, and explainability frameworks (e.g., SHAP, LIME, Fairlearn) is a plus.</li></ul> Project Management & Leadership Skills: <ul style="list-style-type: none"><li>• Experience in managing multi-disciplinary teams, aligning technical development with strategic project goals.</li><li>• Strong ability to prioritize project deliverables, manage risks, and ensure timely execution.</li><li>• Excellent documentation skills, experience in preparing technical reports, research papers, and stakeholder briefings.</li><li>• Strong understanding of DOST and government R&amp;D project workflows is a plus.</li><li>• Effective communication skills, capable of working with researchers, engineers, stakeholders, and funding agencies.</li><li>• Ability to work independently and collaboratively, ensuring seamless project execution.</li><li>• Must be adaptable, analytical, and results-driven with excellent problem-solving skills.</li><li>• Can work with minimal supervision</li><li>• Hardworking and has a time management skill</li><li>• Must be agreeable to following office rules and guidelines</li><li>• Applicants must be willing to work in Quezon City</li><li>• Candidates should be prepared to work in variable conditions and commit to project timelines and objectives</li></ul>

Under the supervision of the Project Leader, HE/SHE shall perform the following:

**Project Leadership & Execution:**

- Assist in leading the planning, execution, and monitoring of AI-related R&D projects under DOST-NAIRA.
- Ensure project deliverables align with DOST funding requirements, AI development timelines, and national AI strategy.
- Identify and mitigate risks, ensuring project timelines and budgets are maintained.

**AI Engineering & Data Science Integration:**

- Assist in overseeing AI model development, deployment, and integration with real-world applications.
- Work closely with AI Engineers and Data Scientists to develop, optimize, and deploy AI models.
- Ensure AI-driven solutions are scalable, secure, and aligned with project goals.

**Stakeholder Coordination & Reporting:**

- Act as the secondary liaison between technical teams, government stakeholders, and funding agencies.
- Prepare progress reports, research documentation, and project proposals for DOST and relevant stakeholders.
- Represent the project in technical meetings, workshops, and national AI-related discussions.

**Team Management & Mentorship:**

- Coordinate technical workstreams, ensuring all team members align with the project roadmap.
- Assist the Project Leader in providing technical guidance and mentorship to AI engineers and data scientists.
- Assist in conducting training sessions on AI development best practices and project workflows.

**Compliance & Sustainability Planning:**

- Ensure AI models comply with ethical AI principles, data privacy laws, and best coding practices.
- Assist in commercialization and sustainability planning for AI-driven solutions under NAIRA.
- Identify potential industry partnerships and collaborative research opportunities.

**Other Tasks as Assigned:**

- Assist the Project Leader in ensuring smooth implementation and documentation.
- Participate in exhibits, conferences, and other events that promote the project.
- Stay updated with the latest advancements in AI, ML, and project management methodologies.

**APPLICATION:**

Interested candidates are required to submit a detailed CV, a cover letter expressing interest and fit for the role, and copies of relevant publications or research papers. Applications should be directed to [vanesa.osiana@asti.dost.gov.ph](mailto:vanesa.osiana@asti.dost.gov.ph), [daphne.padilla@asti.dost.gov.ph](mailto:daphne.padilla@asti.dost.gov.ph), cc [careers@asti.dost.gov.ph](mailto:careers@asti.dost.gov.ph) by **26 June 2025** along with the following:

APPLICATION: <https://forms.office.com/r/K5QXVmZzGx>

1. Updated Personal Data Sheet;
2. Updated Curriculum Vitae;
3. Diploma and TOR;
4. Certificate/s of employment; and
5. Training certificate/s.

**APPLICATION DEADLINE: 26 June 2025**

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