Republic of the Philippines
Department of Science and Technology
ADVANCED SCIENCE AND TECHNOLOGY INSTITUTE
PUBLICATION OF VACANT POSITION

POSITION	:	Project Senior Technical Specialist
SALARY GRADE	:	SG 22
NO. OF POSITIONS AVAILABLE	:	1
LOCATION	:	Computer Software Division
JOB QUALIFICATION	:	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

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Technical Expertise:
- Strong proficiency in Python and experience with AI/ML frameworks like TensorFlow, PyTorch, and Scikit-Learn.
- Familiarity with Google Vertex AI, Azure Machine Learning, AWS SageMaker, or on-prem AI infrastructures.
- Experience in data engineering, ETL pipelines, and handling large-scale datasets.
- Strong knowledge of software development life cycle (SDLC), DevOps, and MLOps workflows.
- Hands-on experience with cloud computing, containerization (Docker, Kubernetes), and CI/CD pipelines for AI applications.
- Experience with data visualization tools (e.g., Power BI, Tableau, Matplotlib, Seaborn).
- Knowledge of AI ethics, bias mitigation, and explainability frameworks (e.g., SHAP, LIME, Fairlearn) is a plus.

Project Management & Leadership Skills:
- Experience in managing multi-disciplinary teams, aligning technical development with strategic project goals.
- Strong ability to prioritize project deliverables, manage risks, and ensure timely execution.
- Excellent documentation skills, experience in preparing technical reports, research papers, and stakeholder briefings.
- Strong understanding of DOST and government R&D project workflows is a plus.
- Effective communication skills, capable of working with researchers, engineers, stakeholders, and funding agencies.
- Ability to work independently and collaboratively, ensuring seamless project execution.
- Must be adaptable, analytical, and results-driven with excellent problem-solving skills.
- Can work with minimal supervision
- Hardworking and has a time management skill
- Must be agreeable to following office rules and guidelines
- Applicants must be willing to work in Quezon City
- Candidates should be prepared to work in variable conditions and commit to project timelines and objectives

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RESPONSIBILITIES:

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

Project Leadership & Execution:
- Lead 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:
- Oversee 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 primary 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.
- Provide technical guidance and mentorship to AI engineers and data scientists.
- Conduct 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 the **elmer@asti.dost.gov.ph** by **30 April 2025** along with the following:

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: 30 April 2025

----------*****Nothing Follows*****----------