



PUBLICATION OF VACANT POSITION
(Project-Based)

POSITION	:	Project Technical Specialist V (Lead AI Engineer)
SALARY GRADE	:	SG 20
NO. OF POSITIONS AVAILABLE	:	1
LOCATION	:	Solutions and Services Engineering Division (SSED)
JOB QUALIFICATION	:	
Education	:	Bachelor's/College Degree in a related field e.g., Project Management, Business Administration, Computer Science, Information Technology, Information System, Development Communication Studies, or equivalent
Experience	:	At least three (3) years of relevant experience
Training	:	Sixteen (16) hours of relevant training
Eligibility	:	None required
Other Requirements	:	<ul style="list-style-type: none">• Familiarity with machine learning model development, finetuning LLMs, and natural language processing (NLP) tools• Proficiency in programming (e.g., Python, R, or Java) and a willingness to learn low/no-code AI platforms• Strong understanding of API integrations, token management, and cloud platforms• A proactive approach to problem-solving and a continuous learning mindset

RESPONSIBILITIES:

Under general supervision and direction, HE/SHE shall perform the following:

- assist the Project Leader in the design, development, and deployment of AI/ML models such as but not limited to LLMs, Forecasting Models, Classification Models, etc.;
- assist in the debugging, testing, and exploration of various issues, codebases, and APIs needed by the project's requirements;
- provide technical expertise in the selection, customization, fine tuning, and deployment of AI/ML models;
- conduct code reviews to ensure high-quality, maintainable, and scalable code;
- ensure optimal website performance, focusing on speed optimization and responsive design
- contribute in the preparation, writing, and maintenance of technical documentation;
- work closely with fellow technical leads, project managers, and project leaders to discuss the project's status, requirements, plans, concerns, issues, and other relevant matters;
- coordinate on project-related activities, meetings, and events; and
- perform other tasks and duties as may be required by the project and the Institute.

APPLICATION:

1. Accomplish the Application Form through this link: <https://forms.office.com/r/bfrH4LxDUJ>
2. Interested applicants should submit a **letter of intent** addressed to **ENGR. ALVIN E. RETAMAR**, Solutions and Services Engineering Division, Division Chief. Applicants strictly must submit their letter with the subject line "[GATES P2] Position – Last Name, First Name at ning@asti.dost.gov.ph and johnchris.kwong@asti.dost.gov.ph cc: careers@asti.dost.gov.ph and chelsearica.abellana@asti.dost.gov.ph along with the following:

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

APPLICATION DEADLINE: 15 July 2025

IMPORTANT NOTES:

- Only applications with complete requirements including an accomplished **Application Form (link cited above)** shall be processed.
- Application documents should be in Portable Document Format (.pdf) with proper file name.
- Applicants who are interested in applying to various vacancies must submit separate applications for each vacant position.
- Due to the volume of applications received by this Agency, we will be inviting only those who are shortlisted to proceed with the recruitment process.

As an advocate of the Equal Employment Opportunity Principle (EEOP), the DOST-Advanced Science and Technology Institute encourages and welcomes all applicants regardless of age, religion, or political affiliation including persons with a disability, members of indigenous communities, and those from any sexual orientation and gender identities.

DOST-ASTI Privacy Notice: All personal information contained in any document received or transmitted herein shall be used solely for documentation and processing purposes within the DOST-ASTI and shall not be shared with any outside parties, unless with your written consent. We are committed to protect personal data in accordance with R.A. 1073 (Data Privacy Act of 2012). All personal information shall be retained and stored by the DOST-ASTI within a time period in accordance with the National Archives of the Philippines' General Disposition Schedule.

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