PUBLICATION OF VACANT POSITION
(PLANTILLA)

POSITION	:	Science Research Specialist II
SALARY GRADE	:	SG 16
NO. OF POSITIONS AVAILABLE	:	1
ITEM NUMBER	:	ASTIB-SRAS2-3-2011
PLACE OF ASSIGNMENT	:	Computer Software Division
COMPENSATION PACKAGE		
Monthly Basic Salary	:	Php 45,694.00
Monthly Additional Allowances	:	a. Personal Economic Relief Allowance b. RA 8439 – Mandated Allowances (Subsistence, Laundry, and Hazard Pay)
BASIC QUALIFICATION STANDARDS		
Education	:	Bachelor's degree relevant to the job, preferably in Computer Science, Computer Engineering, Mathematics, Physics or any related fields.
Experience	:	At least one (1) year of relevant experience
Training	:	At least four (4) hours of relevant training
Eligibility	:	Career Service (Professional) Second Level Eligibility
REQUIRED COMPTENCIES	:	Core Competencies • Delivering Excellent and Professional Services (Intermediate) • Exemplifying Integrity (Intermediate) • Teamwork (Intermediate) • Problem Solving and Decision Making (Intermediate) Functional Competencies • Critical Thinking (Intermediate) • Investigation and Research Skills (Intermediate) • Technical Writing (Intermediate) • Advanced Science and Technology Technical Proficiency/ Field Expertise (Intermediate)

ADDITIONAL INFORMATION ABOUT THE POSITION:

- Experience in working with and leading a team
- Proficiency in using software tools for writing technical papers and presentation materials
- Experience in writing, presenting, and publishing technical papers
- Requires minimal supervision

RESPONSIBILITIES:

Under general supervision and direction, Senior Science Research Specialist shall perform the following:

- Directly report to the Supervising Science Research Specialist of the Quantum Innovation Laboratory in all matters relating to his/her tasks in the laboratory.
- Assist the supervising officer in developing ideas for program and project proposals for submission to funding institutions.
- Perform research and development work on quantum computing and other computing paradigms that may emerge in the future as directed by the laboratory's supervising officer.
- Conduct reviews of literature on topics assigned by the laboratory's supervising officer.
- Assist the supervising officer in writing technical papers for submission to conferences and journals.
- Present technical papers at conferences in absence of the laboratory's supervising officer.

Postal Address : DOST-ASTI Bldg., UP Technology Park Complex
C.P. Garcia Avenue, Diliman, Quezon City 1101
Website : www.asti.dost.gov.ph
Tel. Nos : +63 2 8249 8500
+63 2 8426 9755
Email : info@asti.dost.gov.ph

Award Level 1 (2024)
TÜVRheinland CERTIFIED
Management System ISO 9001:2015
www.tuv.com ID 9000037408

- Represent the laboratory and the institute in technical meetings in the absence of the laboratory's supervising officer, chief, or director.
- Carry out target activities in the programs and projects being implemented under the laboratory as instructed by the laboratory's supervising officer.
- Submit and present detailed weekly technical reports to the laboratory's supervising officer on a regular basis.
- Participate in seminars, symposia, trainings, and other structured gatherings relating to the scope of concern of the laboratory as directed by the supervising officer.
- Coordinate with external partners with regards to the implementation of joint activities.
- Perform other related duties of a regular staff member as directed by the laboratory's supervising officer.
- Abide by the internal policies, rules, and regulations of the institution.
- Abide by the policies, rules, and regulations set by the Civil Service Commission for civil servants..

APPLICATION:
Interested and qualified applicants are requested to send the following application requirements (in pdf) to **careers@asti.dost.gov.ph** along with the following:

1. Accomplish the Application Form through this link: DOST-ASTI Application Form (SRSII) – Fill out form
2. Letter of intent addressed to:
   FRANZ A. DE LEON, Ph.D.
   Director
   Advanced Science and Technology Institute
3. Updated Curriculum Vitae or Personal Data Sheet (please use CSC Form 212 Revised 2025 and its attachment for work experience);
4. College Diploma and Transcript of Records;
5. Authenticated certificate of eligibility/license/ratings;
6. Training certificate/s; and
7. Employment certificate/s.
8. Performance rating in the last rating period (if applicable).

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.