



PUBLICATION OF VACANT POSITION (Contract of Service)

- POSITION** : Project Technical Specialist I
- SALARY GRADE** : SG 16
- NO. OF POSITIONS AVAILABLE** : 1
- LOCATION** : Research and Development Division
- JOB QUALIFICATION**
 - Education : Bachelor's degree in computer science, Information Technology, Electronics and Communications Engineering, or related field
 - Experience : 1 year of relevant experience (Experience in IT infrastructure, data center operations, or network administration)
 - Training : 4 hours of relevant training (Relevant certifications such as ITIL Foundation, CompTIA Server+, Cisco CCNA, or equivalent)
 - A. Core Competency
 - Delivering Excellent and Professional Services (Advanced)
 - Exemplifying Integrity (Advanced)
 - Problem Solving and Decision Making (Advanced)
 - Teamwork (Advanced)
 - B. Technical Competency
 - Data center operations, IT infrastructure, Network security.
 - HPC and Cloud Computing Planning and Administration.
 - Programming Skills
 - Systems Administration.
 - Technical Documentation
- Competencies :
 - Familiarity with disaster recovery planning, virtualization, and cloud technologies is an advantage.
 - Ability to work under pressure and meet deadlines.
 - Strong communication and collaboration abilities.
 - Ability to meet deadlines.
 - Must be willing to work in Quezon City.
- Other Requirements :
 - Familiarity with disaster recovery planning, virtualization, and cloud technologies is an advantage.
 - Ability to work under pressure and meet deadlines.
 - Strong communication and collaboration abilities.
 - Ability to meet deadlines.
 - Must be willing to work in Quezon City.

RESPONSIBILITIES:

Under general supervision and direction, Project Technical Specialist I shall perform the following:

- Provide technical backstopping to the Data Center Operations and Management Consultant, and Network Security Consultant.
- Work with the network and computing teams in DOST-ASTI to ensure that plans are aligned and coordinated, as well as provide technical inputs as needed.
- Assist in evaluating solutions for redundancy, disaster recovery, and cybersecurity.
- Prepare technical reports and presentations for review by DOST and World Bank teams.
- Compile technical data for Environmental and Social Impact Assessments.
- Ensure compliance with relevant standards during technical planning.
- Provide support during workshops and capacity-building sessions.
- Liaise with DOST-CO, DOST-ASTI, and other stakeholders for technical clarifications.
- Maintain documentation and version control of all technical outputs.
- Perform any other task as needed by the Project.



APPLICATION:

Interested applicants should submit a **letter of intent** addressed to **Ms. Jelina Tanya H. Tetangco**, Research and Development Division's, Supervising Science Research Specialist. Applicants must submit their letter at careers@asti.dost.gov.ph along with the following:

1. Accomplish the Application Form through this link: [DOST-ASTI Application Form \(PTS I - DOST THRIVE\) – Fill out form](#)
2. Updated Personal Data Sheet;
3. Updated CV;
4. Diploma and TOR; and
5. Training certificate/s (if applicable).

APPLICATION DEADLINE: 07 June 2026

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