PUBLICATION OF VACANT POSITION
Institutional Contract of Service (Manpower Agency)

POSITION	:	Project Technical Specialist II (AI - AI/ML Operations Engineer)
SALARY GRADE	:	17
NO. OF POSITIONS AVAILABLE	:	1
LOCATION	:	DOST-ASTI/ Quezon City
JOB QUALIFICATION	:	
Education	:	Bachelor's/College Degree in a related field e.g., Electronics Engineering, Computer Engineering, Computer Science, Information Technology, Information Systems, or equivalent
Experience	:	One (1) year of relevant experience
Training	:	At least 4 hours relevant training
Eligibility	:	None required
Other Requirements	:	

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

- assist the systems administrator and technical leads in installing, configuring, and maintaining servers, workstations, and network devices;
- assist the systems administrator and technical leads in performing regular system monitoring, patching, and basic performance troubleshooting of the Data Lakehouse;
- monitor routine system backups and assist in testing disaster recovery procedures;
- track and report uptime, disk space, and system resource usage across Data Lakehouse infrastructure;
- assist in administering identity and access management policies and user account permissions;
- support the team in conducting regular vulnerability scans and executing assigned patching and remediation tasks;
- assist project staff and developers in testing and deploying applications using the developed Lakehouse infrastructure;
- contribute in the preparation, writing, and maintenance of technical documentation and logs;
- work closely with senior technical staff, project managers, and project leaders to report daily operational status, task progress, and immediate technical concerns;
- coordinate on project-related activities, meetings, and events; and
- perform other tasks and duties as may be required by the project and the Institute.

Postal Address : DOST-ASTI Bldg., UP Technology Park Complex
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Email : info@asti.dost.gov.ph

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

APPLICATION: **DOST-ASTI - ICOS Application Form (GATES Project) – Fill out form**

1. Accomplish the Application Form through this link:
2. Interested applicants should submit a letter of intent addressed to ALVIN E. RETAMAR, Chief Science Research Specialist of Solutions and Services Engineering Division, to gatesmanagement@asti.dost.gov.ph, & careers@asti.dost.gov.ph with a copy furnished to Please use the subject line format: [GATES] <position> | LN, FN (e.g., [GATES] Project Technical Specialist II | Dela Cruz, Juan). Applicants must also submit the following:

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

APPLICATION DEADLINE: 02 November 2026

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.

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

Bachelor's/College Degree in a related field e.g., Electronics Engineering, Computer Engineering, Computer Science, Information Technology, Information Systems, or equivalent