To: CIVIL SERVICE COMMISSION (CSC)

This is to request the publication of the following vacant position of DOST-FPRDI in the CSC website:

<table>
<thead>
<tr>
<th>No.</th>
<th>Position Title</th>
<th>Plantilla Item No.</th>
<th>Salary/ Job/ Pay Grade</th>
<th>Monthly Salary</th>
<th>Education</th>
<th>Training</th>
<th>Experience</th>
<th>Eligibility</th>
<th>Competency (if applicable)</th>
<th>Place of Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Science Research Specialist I</td>
<td>FPRDIB-SRAS1-1-1998</td>
<td>SG-13</td>
<td>₱24,224.00</td>
<td>Bachelor's degree relevant to the job</td>
<td>None required</td>
<td>None required</td>
<td>Career Service (Professional) Second Level Eligibility</td>
<td>N/A</td>
<td>Technology Licensing and Promotion Section, Technical Services Division</td>
</tr>
</tbody>
</table>

**Duties and Responsibilities:**
1. Implements project on technology transfer/ Intellectual Property Rights (IPRs) and/ or Technology Promotion;
2. Assists in providing technical assistance or consultancy/ advisory services to target customers;
3. Prepares IEC materials, progress and activity reports, terminal reports in accordance with approved standards;
4. Keeps abreast of updates and innovations pertaining to assigned tasks like conferences, seminars, fora, symposia, etc. for continual professional improvement in the delivery of services; and
5. Performs other relevant tasks as may be assigned by higher authorities.

Electronic copy to be submitted to the CSC FO must be in MS Excel format.
Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than April 1, 2019, 5:00 PM.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the present position for one (1) year (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Certificate of Training/Seminar(s); and

QUALIFIED APPLICANTS are advised to hand in or send through courier/ email their application to:

EMILY JANE L. LAURENTE
Administrative Officer IV
DOST-FPRDI, College, Laguna
hrms.dostfprdi@gmail.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.