



Republic of the Philippines
Department of Science and Technology
METALS INDUSTRY RESEARCH AND DEVELOPMENT CENTER
General Santos Avenue, Bicutan, Taguig City
Tel. No. 8370431 to 38, <http://www.mirdc.dost.gov.ph>

ANNOUNCEMENT OF VACANT POSITIONS

As of November 25, 2022

I. METALS TECHNOLOGIST II

Place of Assignment: **Materials and Process Research Division** (Process Research Section)
Item Number: **MIRDCB-MTEK2-14-1998**
No. of vacancy: **1** (Permanent)
Salary Grade/Step: **08-1**
Monthly Basic Salary: **Php 18,998.00**

Minimum Qualification Requirements (Based on CSC standards):		Organizational/Technical Competency Requirements (Description/Elements)
Education:	Completion of two years studies in College OR Highschool graduate with relevant vocational/trade course	Oral Communication (Intermediate) – Listens to others and shows an understanding of what they are saying. Creates opportunities for others to express their opinions, ideas and concerns, and engage in empathetic listening. Presentation Skills (Intermediate) – Presents ideas, opinions, and feelings in a large group in a confident and enthusiastic manner. Written Communication (Basic) – Practices and uses the different written business communication formats used in the office. Additive Manufacturing (Basic) – Demonstrates capability in setting up and operating basic additive manufacturing machines. Computer Aided Design (CAD) (Basic) – Produces assembly, layout and detail drawings using computer-aided design (CAD) software. Product Inspection and Testing (Intermediate) – Ensures demonstration of excellent technique in conducting quality inspection and testing of complex products.
Experience:	One (1) year experience	
Training:	Four (4) hours training	
Eligibility:	Machinist eligibility (CSC MC 11, s.'96 Cat.II)	
Other qualifications:	-Preferably with at least 8 hours of relevant training -CAD Software literate -with experience in 3D printing	
<u>Brief Description of Duties and Responsibilities:</u> Responsible for the preparation of files and 3D printing equipment for operations; perform 3D printing maintenance.		
<u>Compensation Package:</u> <ul style="list-style-type: none">o Annual Basic Salaryo Mandatory Allowances such as but not limited to:<ul style="list-style-type: none">▪ Personal Economic Relief Allowance (PERA)▪ Mid-Year and Year End Bonus plus Cash gift▪ Uniform Allowanceso Allowable benefits under Magna Carta for Scientists, Engineers, Researchers and other S&T Personnel in the Government (RA 8439)o Other bonuses and benefits that may be provided by law		

Interested applicants may hand carry or e-mail the following requirements at:

*Metals Industry Research And Development Center
G/F HR Office, MIRDC Laboratories Bldg., MIRDC compound,
General Santos Avenue, Bicutan, Taguig city or at
fad-agss@mirdc.dost.gov.ph*

For HAND CARRY SUBMISSIONS:

- Attach all necessary requirements in a Legal sized white folder using a double clip, and in the following order:
 1. Application letter stating the position applied for
 2. Duly accomplished **MIRDC Application for Employment**. Please attach Work Experience Sheet (CSC form 212 additional form)
 3. Photocopy of training certificates, Official Transcript of Records and Diploma, certificate of eligibility
 4. (additional) For GOVERNMENT EMPLOYEES: Service records, Statement of actual duties, Copy of latest Performance Evaluation
- For online (e-mail) submissions, scan and combine the above listed requirements in (.pdf) format.

*****INCOMPLETE REQUIREMENTS WILL NOT BE PROCESSED*****

Deadline of Submission: December 06, 2022

Pursuant to Sec.5 of the RA 10524 otherwise known as the Equal Employment Opportunity Act, no person with disability shall be denied access to opportunities for suitable employment, thus, the DOST-MIRDC provides equal employment opportunities to all employees and applicants moreover, the DOST-MIRDC prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, sexual orientation, or any other characteristics.

Due to high volume of applications received, only shortlisted applicants will be contacted. Thank you very much for your interest in applying with us!