



## ANNOUNCEMENT OF VACANT POSITIONS

The DOST- Food and Nutrition Research Institute (DOST-FNRI) is in need of highly competent staff, with high potential to occupy the following vacant position<sup>S</sup>:

### I. NUTRITION AND FOOD RESEARCH AND DEVELOPMENT DIVISION

1. One Science Research Specialist II  
Salary Grade: 16  
Basic Salary: Php 41, 616.00/ month  
Item No.: FNRIB-SRAS2-5-1998

Minimum Qualification Requirements:		
Education	:	Bachelor's degree relevant to the job
Experience	:	1 year of relevant experience
Training	:	4 hours of relevant training
Eligibility	:	Career Service (Professional) / Second-Level Eligibility

#### Preferred Qualifications/ Attributes:

- Bachelor's degree relevant to the job preferably Chemistry, Food Technology, Biology/Microbiology. MS degree/units in these fields will be an advantage
- Must be a registered chemist, microbiologist, or professional food technologist with experience in chemical/microbiological analysis, particularly on molecular, chromatographic, and spectroscopic methods;
- Must have at least 1-year relevant experience in food safety – knowledge in exposure and assessment studies is a major advantage, 1-year experience in chemical/microbiological analyses, Dietary exposure assessment studies, Chemical/microbiological contaminant analyses, Food sampling and sampling plan preparation, Analytical chemistry and instrumentation (ICP, HPLC, GC and etc), and Method validation/verification.
- With at least one (1) published article as a contributing author;
- Proposal writing and presentation skills;
- Proficient in computer software operations, statistical software package and MS Office.
- Good communication and technical writing skills.
- Project management experience is an advantage.

#### Brief functions of the position:

- Participates and performs research and activities related to food safety
- Prepares and presents project proposals for funding/approval;
- Develops/validates method of analyses for food safety parameters;
- Conducts assigned microbiological/chemical analysis for the project;
- Assists in the evaluation and updating of food safety related documents;
- Assists in the implementation of some R&D and laboratory activities and in monitoring of small group of researchers;



- Prepares technical reports and manuscript for publication;
- Assists Unit Head in planning, managing and monitoring programs and projects implemented in the Unit; and
- Performs related works and other duties assigned by the supervisor.

## **2. One Science Research Specialist I**

**Salary Grade: 13**

**Basic Salary: Php 32, 870.00/ month**

**Item No.: FNRIB-SRAS1-15-1998**

<b>Minimum Qualification Requirements:</b>		
<b>Education</b>	:	Bachelor's degree relevant to the job
<b>Experience</b>	:	None required
<b>Training</b>	:	None required
<b>Eligibility</b>	:	Career Service (Professional) / Second-Level Eligibility

### **Preferred Qualifications/ Attributes:**

- Bachelor's degree preferably in Nutrition, Community Nutrition, Nutrition and Dietetics, Public Health, or a related field;
- RA 1080 / Career Service Professional / Second Level Eligibility;
- Preferably with experience in research studies on nutrient requirements;
- Experience in anthropometric and dietary assessments, and development of nutrition tools and standards is an advantage; and
- Above-average technical writing and communication skills

### **Brief functions of the position:**

- Participates in the supervision of a small team of nutrition researchers and technicians engaged in R&D activities;
- Assists in preparing nutrition research proposals, technical reports, and other materials for publication;
- Assists in conducting nutrition research and studies under a project;
- Assists in testing and evaluating new techniques, procedures, and methods for nutrition research and studies;
- Contributes to the analysis of results in nutrition researches and studies;
- Provides technical services on food and nutrition (e.g., as a resource person, trainor, facilitator, speaker) to clients and stakeholders; and
- Performs related tasks and other duties assigned by the supervisor.



DOST-FNRI highly encourages all interested and qualified applicants including Persons with Disability (PWD) and members of the indigenous communities, irrespective of sexual orientation and gender identity to apply for the abovementioned vacant positions.

Qualified and interested applicants must submit the following documents not later than September 27, 2024 :

1. Letter of application addressed to:

**ATTY. LUCIEDEN G. RAZ**

Deputy Director/ Director III

Officer-in-Charge, Office of the Director

Department of Science and Technology - Food and Nutrition Research Institute,

Bicutan, Taguig City, Metro Manila

(Indicate the position applied for and the item no.)

**NOTE:** (DOST-FNRI Applicants who are applying for the vacant positions outside their Division, shall secure the signature of his/her Division Chief, for proper notification on their letter of application)

2. Personal Data Sheet (PDS) (Please read carefully and follow the instructions)  
You may download PDS at this link <http://csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
3. Accomplished Work Experience Sheet;
4. Performance Rating for the last rating period
5. Photocopy of certificate of eligibility/ Board Rating & License ID;
6. Photocopy of Transcript of Records and Diploma
7. Photocopy of training/seminars attended (kindly arrange it in chronological order); Awards, Recognition/ Speakership/ Technical Publications and other certifications
8. Photocopy of Service Record/ Certificate of Work Experience (Indicate actual duties and responsibilities; and
9. I.D. Picture (2 pcs) - passport size with name tag

**QUALIFIED APPLICANTS** are advised to send through email their application requirements addressed to:

**ATTY. LUCIEDEN G. RAZ**

Deputy Director/ Director III

Officer-in-Charge, Office of the Director

Thru

**Ms. REMEA V. ESTRELLA**

Human Resource Management Section

Department of Science and Technology - Food and Nutrition Research Institute

Email: [dostfnri.hrms2@gmail.com](mailto:dostfnri.hrms2@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED**

  
**ATTY. LUCIEDEN G. RAZ**  
Deputy Director/ Director III  
Officer-in-Charge, Office of the Director

Date Posted: September 16, 2024





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#### Preferred Qualifications/ Attributes:

- Bachelor's degree preferably in Nutrition, Community Nutrition, Nutrition and Dietetics;
- Master's degree in Nutrition, Applied Nutrition, Clinical Nutrition, and/or allied health profession or with at least 6 units is an advantage;
- RA 1080 / Career Service Professional / Second Level Eligibility;
- With productive experience in leading a small group of researchers in the conduct of clinical nutrition and epidemiological R&D;
- With experience in conducting R&D relevant to life stage nutrition;
- With a significant background in various statistical programs and software for quantitative and qualitative data such as SPSS, STATA, R, Epiinfo, Orange, and NVivo;
- With at least 1 publication/manuscript as Author / Co-Author.
- Competent in nutritional assessment and evaluation and experience in development of nutrition standards and tools using new techniques or methods is an advantage.
- Able to demonstrate initiative, resourcefulness, innovativeness, keen eye for details and can work with minimal supervision;
- Above average technical writing and communication skills.

#### Brief functions of the position:

- Prepare research proposals anchored on and responsive to the section's road map in particular and the institute's research agenda in general;
- Implements approved research and/or studies and all activities under a project (data collection, processing and management);
- Supervises the work of small group of researchers in the conduct of project activities;



- Prepares technical paper/report and other materials for publication;
- Tests and proposes new procedures and techniques;
- Renders technical assistance/services on food and nutrition (resource person, trainor, facilitator, speaker) and nutrition counseling activities;
- Performs other duties and related tasks assigned by the supervisor.

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Human Resource Management Section  
Department of Science and Technology - Food and Nutrition Research Institute  
Email: [dostfnri.hrms2@gmail.com](mailto:dostfnri.hrms2@gmail.com)



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ATTY. LUCIEDEN G. RAZ  
Deputy Director/ Director III  
Officer-in-Charge, Office of the Director

Date Posted: September 16, 2024