



## ANNOUNCEMENT OF VACANT POSITION

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:

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

#### 1. One Science Research Specialist II

Salary Grade: 16

Basic Salary: Php 43,560.00/ month

Item No.: FNRIB-SRAS2-6-1998

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 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.

**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 July 10, 2025:


1. Letter of application addressed to:  
**ATTY. LUCIEDEN G. RAZ**  
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**  
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**

*for:*  06/24  
ATTY. LUCIEDEN G. RAZ  
Director III  
Officer-in-Charge, Office of the Director

Date Posted: June 25, 2025





## 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 positions:

### I. NUTRITIONAL ASSESSMENT AND MONITORING DIVISION

1. One Science Research Specialist I  
Salary Grade: 13  
Basic Salary: Php 34, 421.00/ month  
Item No.: FNRIB-SRAS1-25-1998

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

#### Preferred Qualifications/ Attributes:

- Bachelor's degree preferably in Statistics, Biostatistics.
- With at least 3 years of productive, professional R&D experience.
- Co-authored at least one publication.
- Experience in the analysis of nutrition survey data or related field surveys and/or data management.
- 24 hours of relevant training.
- Has demonstrated good written and verbal communication skills.
- Proficient in MS Office programs and statistical packages.

#### Brief functions of the position:

- Performs data organization, validation, processing, and results generation for the National Nutrition Survey (NNS) and Updating Survey.
- Provides statistical analysis for in-depth, correlation studies.
- Prepares data requests and special computation.
- Provides technical assistance and monitoring during field data collection of the NNS or Updating Survey regarding survey design and operation.
- Reviews Facts and Figures, monographs, and other technical reports.
- Prepares training materials, presentation materials, and other technical documents.
- Assists in the development of research proposals.
- Participates in the statistical analysis, writing, and presentation of research papers and summary reports.
- Renders consultancy and technical services on nutrition survey results.



## II. TECHNOLOGY DIFFUSION AND S&T SERVICES DIVISION

### 1. One (1) Senior Science Research Specialist

**Salary Grade: 19**

**Basic Salary: Php 56,390.00/ month**

**Item No.: FNRIB-SRSRS-11-1998**

to be detailed at the MIS- Office of the Director

Minimum Qualification Requirements:		
<b>Education</b>	:	Bachelor's degree relevant to the job
<b>Experience</b>	:	2 years of relevant experience
<b>Training</b>	:	8 hours of relevant training
<b>Eligibility</b>	:	Career Service (Professional) / Second Level Eligibility

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

- Bachelor's degree in Information Technology, Computer Science, Computer Engineering or related field.
- Certifications in Windows, Linux, Cisco, and Security is an advantage.
- Expertise in network technologies.
- Knowledgeable in MS and Linux Servers and Google Workspace.
- Practical knowledge of server configurations, OpenStack, and Proxmox.
- Thorough understanding of firewalls.
- Proficient in deploying web applications and knowledgeable about GitHub, Docker, Ansible, and Jenkins.

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

- Leads the implementation of MIS Unit projects.
- Manages IT Infrastructure and Information Systems.
- Leads in website and network administration and management.
- Plans and directs IT activities.
- Leads in the provision of IT support services.
- Prepares IT project proposals for funding.
- Reviews and revises IT Policy.



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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)

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