Date of Submission: August 26-September 4, 2020, 5:00 PM

<table>
<thead>
<tr>
<th>No.</th>
<th>Position Title</th>
<th>Plantilla Item No.</th>
<th>Salary/Job/Grade</th>
<th>Monthly Salary</th>
<th>Qualification Standards</th>
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<tbody>
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<td>Education</td>
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<td>3</td>
<td>Science Research Assistant</td>
<td>FPRDIB-SRAS-32-1998</td>
<td>SG 9</td>
<td>₱18,784.00</td>
<td>Completion of 2 years in college</td>
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**Duties and Responsibilities:**
1. Prepares laboratory specimens, materials and reagents solutions as may be directed by supervisor.
2. Operates, maintains and keeps in good condition the laboratory equipment, instruments, apparatuses and premises.
3. Assists in the gathering and recording of data.
4. Assists in the preparation of regular maintenance program of all laboratory facilities.
5. Assists in the activities of the Section Document Custodian.
6. Attends meetings, seminars and other related activities.
7. Performs other assignments as directed.

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 September 4, 2020 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:

ARENE A. QUIAMBAO  
Administrative Officer V 
DOST-FPRDI, College, Laguna  
hrms@fprdi.dost.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

FPRDI adheres to the principles of merit, fitness and equality. The selection of employees shall be based on their qualifications and competence to perform the duties and responsibilities of the position. There shall be no discrimination in the selection of employees on account of age, school, gender, civil status disability, religion, ethnicity, social status, income class, paternity and filiations, political affiliation or other similar factors/personal circumstances which run counter to the principles of merit, fitness for the job and equal employment opportunity.