

Republic of the Philippines  
**PHILIPPINE NUCLEAR RESEARCH INSTITUTE**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PHILIPPINE NUCLEAR RESEARCH INSTITUTE in the CSC website:

**MA. NADIA D. ESTARIS**

Date: September 6, 2023

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ENGINEER II	PNRIB-ENG2-1-1998	16	39,672	Bachelor's Degree in Engineering relevant to the job	4 hours of relevant training	1 year of relevant experience	RA1080	<ul style="list-style-type: none"> <li>• Licensed Electronics engineer</li> <li>• Knowledge and experience in Instrumentation Engineering, such as circuit design and fabrication, installation, testing and calibration of various process instrument.</li> <li>• Knowledge and experience in 3d printer.</li> <li>• Knowledge in troubleshooting, repair and development of Radiation Instrument.</li> <li>• Experience in Microcontroller programming Hardware and software.</li> </ul>	Engineering Services Section/ Nuclear Services Division
2	ADMINISTRATIVE OFFICER II	PNRIB-ADOF2-4-2004	11	27,000	Bachelor's Degree relevant to the job	None required	None required	Career Service (Professional) Second Level Eligibility	<ul style="list-style-type: none"> <li>• Comprehension on and appropriate application of government financial and administrative policies, rules, regulations, and guidelines</li> <li>• Advanced Mathematical skills and strong attention to detail</li> <li>• Comprehension on the process of providing reference, authentication and retrieval of official papers</li> <li>• Comprehension on the processing of payroll, personnel benefits and provision of corresponding supporting documents</li> <li>• Has the ability to establish and maintain linkages with other government and non-government agencies</li> <li>• Has the ability to cooperate well with other team members at all levels and to maintain a positive and productive atmosphere</li> </ul>	Human Resource Management and Records and Communication Section/ Finance and Administrative Division

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 18, 2023.

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](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

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

**MA. NADIA D. ESTARIS**

Administrative Officer V

Commonwealth Ave. Diliman, Quezon City

[personnel@pnri.dost.gov.ph](mailto:personnel@pnri.dost.gov.ph)

PNRI 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.

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