

Republic of the Philippines
PHILIPPINE NUCLEAR RESEARCH INSTITUTE
Commonwealth Ave. Diliman, Quezon City
ANNOUNCEMENT OF VACANT POSITIONS

In compliance with CSC MC No. 3 s. 2001 (Implementing RA 7041, Requiring Publications in Government Offices), notice is hereby given that the vacant positions listed below at PNRI are proposed to be filled.

Date:

AUG 01 2025

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	CHIEF SCIENCE RESEARCH SPECIALIST	PNRIB-CSRS-4-1998	24	98,185	Master's degree or Certificate in Leadership and Management from the CSC	40 hours of supervisory/man- agement learning and development intervention undertaken within the last 5 years	4 years of supervisory/ma- nagement experience	Career Service (Professional) Second Level Eligibility	<p>Education: Master's degree/PhD degree in Science or Engineering with Bachelor's degree in Science or Engineering OR Certificate in Leadership and Management from the CSC (RA 1080 eligibles shall be exempt from the Master's degree requirement, if the board exam is congruent to the practice of profession in the Nuclear Services Division (E.g. Engineering Board, Chemistry)</p> <p>Experience: 4 years of supervisory/management experience</p> <p>Training: 40 hours of supervisory/management learning and development intervention within the last 5 years</p> <p>Leadership competencies:</p> <p>1. Leading Change: Description: The ability to plan, develop and manage a structured approach by transitioning individuals/sections/divisions from the current state to the future state.</p> <p>Advanced Level – Ability to construct strategies, plans and programs to anticipate, address changing priorities and emerging trends in Nuclear Science, Technology and Innovation, challenges and opportunities. Able to elicit support and contributions of sections to implement change initiatives. Provides appropriate resources to support and implement change initiatives. Models effectively the change initiative in one's role and work.</p> <p>2. Strategic Perspective: Description: The ability to identify and analyze trends and dynamics of internal and external factors that may impact the section/division/organization and its mandate, craft</p>	Nuclear Services Division

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									<p>innovative solutions and come up with new ideas and different ways to enhance organizational effectiveness.</p> <p>Advanced Level - Plans, crafts and adapts strategies for achieving the goals and functional objectives of the Division and secure the proper implementation of these strategies.</p> <p>3. Managing Performance: Description: The ability to give objective, opportune and relevant feedback to staff or groups for necessary adjustment and intervention to maintain a very satisfactory performance (or better) of the individuals/Division. Focus on developing people for current and future needs, managing talent and promoting the value of continuous learning and improvement.</p> <p>Advanced Level – Monitors the strategic imperatives of the Division through advanced skills in coaching to achieve performance standard</p> <p>4. Building Collaborations and Inclusive Working relationships: Description: The ability to build and maintain a network of reciprocal, high trust, synergistic working relationships within the organization and across government and relevant sectors/stakeholders.</p> <p>Advanced Level – Builds partnerships and networks to deliver or enhance work outcomes.</p>	

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									<p>Technical competencies/ Duties and Responsibilities:</p> <p>Nuclear Services Division Planning</p> <ol style="list-style-type: none"> 1. Develops ease-of-doing business policies as prescribed by ARTA 2. Updates the business continuity plan of the Division 3. Plans, monitors and evaluates the workplans, projects and activities under the Division <p>Nuclear Services Implementation, Diversification and Promotion</p> <ol style="list-style-type: none"> 1. Leads in the ISO 9001 and ISO 17025 implementation of the Division 2. Leads in the annual attainment of a Very Satisfactory customer survey feedback result of the Division (both internal and external services) 3. Leads in the OneLab Project Implementation of PNRI and coordinates with other DOST agencies under OneLab 4. Initiates new nuclear services/products/processes 5. Promotes nuclear R&D services in science and technology forums, regional and national S&T weeks, and industry forums. 6. Coordinates projects that are multi-section or multi-division in nature <p>Financial administration and management of the Division</p> <ol style="list-style-type: none"> 1. Ensures the availability of resources for the workplans and projects under the Division by making sure that proper financial resources exist 2. Prepares the annual APP of the Division and aids the management in the organizational financial planning <p>Human resource management</p> <ol style="list-style-type: none"> 1. Leads the Division for the PRIME-HRM planning and implementation 2. Strengthens and deepens interpersonal relationships in the Division by resolving conflicts, disagreements and differing interests among Division staff <p>Communication Skills</p> <ol style="list-style-type: none"> 1. Effectively communicates to the Division employees the different policies and plans formulated by the management and elicits feedback. 2. Effectively communicates to the management the concerns and issues encountered by the Division in the implementation of its mandate. 	

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 AUG 11 2025.

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 last rating period (if applicable);

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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

PNRI, in compliance to Civil Service Commission (CSC) PRIME-HRM, encourages applicants with the necessary qualifications and potential without regard to personal characteristics such as age, sexual orientation and gender identity, civil status, disability, religion, ethnicity and political affiliation.

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

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CARLO A. ARCILLA, Ph.D.
Director