

ANNOUNCEMENT

The Department of Science and Technology Regional Office No. VII (DOST-VII), one of 16 regional offices of the Department of Science and Technology (DOST) and mandated to: (1) carry out laws, rules, regulations, policies, plans, programs, and projects of the Department; (2) provide effective and efficient Science & Technology (S&T) services to the people in the region; and (3) coordinate with other government agencies and local government units in the region on S&T matters, is in need of a **REGIONAL DIRECTOR**.

Job Description

The Regional Director for DOST-VII shall provide leadership in the formulation of policies, strategies, and implementation of programs/projects in the region. He/She shall be stationed at DOST Regional Office-VII in Sudlon, Lahug, Cebu City.

Qualification Requirements:

- Must be a Filipino citizen;
- Must have at least:
 1. Master's degree in S&T Related Fields or Management **OR** Certificate in Leadership and Management from the Civil Service Commission (CSC); PhD degree in S&T Related Fields or Management preferred;
(NOTE: If the applicant's Master's degree is in management, his/her undergraduate degree should be in S&T related field.)
 2. **five (5) years** of supervisory/management experience (the last three (3) years of which are with at least very satisfactory rating); and
 3. **120 hours** of management and technical trainings/learning and development interventions undertaken;
*(NOTE: The applicant should have undertaken **at least 40 hours of technical trainings** and **80 hours of management training/learning and development interventions.**)*
- Career Executive Service (CES) Eligibility;
[In the absence of CES eligibility, the candidate **must** undergo the process of obtaining eligibility within one (1) year from assumption of duty]
- Must not have been convicted of any administrative offense or crime; and
- Must be of good health.

Compensation Package:

Monthly salary at SG-28-1; Representation and Transportation Allowance, Communication Allowance, PERA and Additional Compensation, and other allowable benefits such as those provided under the Magna Carta for Scientists, Engineers, Researchers, and other S&T Personnel in Government (RA 8439).

Selection Criteria:

- I. Accomplishments
- II. Relevant Education (relevant to the position applied for)
- III. Relevant Management Experiences
- IV. Relevant Training
- V. Job Competency (core, organizational, leadership, and technical)
- VI. Personal Qualities and Attributes

Documents to be submitted together with the application letter:

- Copy of curriculum vitae **addressing the selection criteria indicated above**, listing three (3) references;
- CSC Form No. 212 (Personal Data Sheet) and Attachment to CSC Form No. 212 (Work Experience Sheet)
- Vision and action plans for DOST-VII (both Powerpoint presentation and narrative);
- Updated service record (for those who served/are serving in the government);
- Performance Evaluation Ratings in the last three (3) years;
- Notarized affidavit indicating that the applicant has not been convicted of any administrative offense and/or crime must be submitted. If the applicant has a pending civil, administrative, and/or criminal case or was a party to any of these cases in the past, such fact must be disclosed.
- Medical certificate issued by a licensed government physician
- 2"X2" ID Photo (2 pcs)
- Supporting documents such as certified true copy of training certificates, awards received, documentation of accomplishments and others

Additional Requirements:

1. Applicants who passed the initial screening process shall be required to take a competency written examination.
2. The shortlisted applicants shall be required to undergo a psychological examination.
3. The chosen applicant shall be required to submit clearances from the CSC, NBI, Ombudsman, and Sandiganbayan.

Applications must be received not later than 13 November 2020.

Note: Selection of candidates is **based on merit as per criteria indicated above**, hence, **endorsements from institutions/ organizations, officers/individuals are not necessary.**

Please forward all applications to:

The Undersecretary for Regional Operations
Chairperson, Search Committee for the DOST-VII Regional Director
Ground Floor, ADMATEL Building
DOST Compound, Gen. Santos Avenue, Bicutan, Taguig City
Email address: riajuji@dost.gov.ph