

NOTICE OF VACANCY

HIRING OF CONTRACT OF SERVICE PERSONNEL

POSITION: (1) LABORATORY TECHNICIAN II

PAY RATE: SG 8 (Php 18, 251.00/month)

OFFICE : Common Services Laboratory

QUALIFICATION STANDARD	
Education	Completion of two (2) years studies in college (72 units)
Experience	One (1) year relevant experience
Training	Four (4) hours of relevant training
Eligibility	None required (MC 10, s. 2013)

End user's preferences:

Education: Completion of two (2) years in studies in college (72 units)

Experience: One (1) year relevant experience

Training: Four (4) hours of relevant training

Others: Possess good interpersonal and communication skills, with good moral character, detailed oriented, with good computer skills, able to work with minimal supervision, and willing to work on extended hours.

Job Description:

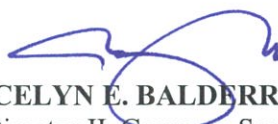
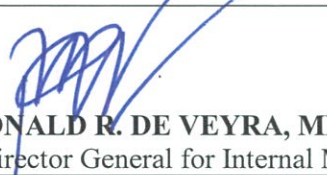
1. Assist in the chemical/bacteriological analysis of food, drug and cosmetics and/or autopsy of experimental animals;
2. Assist in the operation of laboratory equipment and instruments;
3. Maintains laboratory equipment and area clean;
4. Assist in inventory of laboratory and office supplies;
5. Records, file and maintain reports and other related documents; and
7. Perform other related functions as may be assigned

Applicants are advised to submit the following to the Human Resource Development Division, FDA Alabang Muntinlupa City.

1. Application Letter;
2. Duly Accomplished Personal Data Sheet (CS Form 212) (**Downloadable at <http://www.fda.gov.ph/careers>**) back-to-back, two copies;
3. Certified True Copy of Eligibility;
4. Certified True Copy of Diploma and Transcript of Record;
5. Certificate of Attendance to training/s, if any;
6. NBI Clearance;
7. Certificate of Employment/Service Records.

Date posted: 05 May 2022

Deadline of submission: 12 May 2022

 JOCELYN E. BALDERRAMA, RPh, MBA Director II, Common Services Laboratory	 ATTY. RONALD R. DE VEYRA, MBA, CESO II Deputy Director General for Internal Management
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