

## **MEMORANDUM**

August 4, 2008

**TO** : ALL DOE EMPLOYEES/APPLICANTS  
*orig. copy signed*  
**FROM** : A. V. MANGA  
OIC-Human Resource Management Division

**SUBJECT : ANNOUNCEMENT OF VACANT  
POSITION**

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We are inviting qualified applicants (including DOE next-in-rank employees) to apply for the vacant positions listed in the attached sheet. Interested applicants must submit their application letters together with their updated personal data sheets (PDS) and recent photo to the Human Resource Management Division on or before 19 August 2008.

Only those who filed their application letters will be considered to these vacant positions.

## VACANT POSITION

REGION 13: AGENCY	: DEPARTMENT OF ENERGY
POSITION	: <b>SENIOR SCIENCE RESEARCH SPECIALIST</b>
PLACE OF ASSIGNMENT	: NATURAL GAS MANAGEMENT DIVISION
ITEM NUMBER	: OSEC-DOEB-SRSRS-148-2002
SALARY GRADE	: 19
QUALIFICATION STANDARDS	
EDUCATION	: BACHELOR'S DEGREE RELEVANT TO THE JOB
EXPERIENCE	: 2 YEARS OF RELEVANT EXPERIENCE
TRAINING	: 8 HOURS OF RELEVANT TRAINING
ELIGIBILITY	: CS PROFESSIONAL SECOND LEVEL ELIGIBILITY

Preference for applicants who have firm grasp and understanding of the basic principles in economics, statistics, engineering, environment, financial investment and marketing. We need applicants who are computer literate, at least in the use of Microsoft Office package; has excellent oral and written communication skills in English; possess positive work attitude; and have strong analytical and strategic thinking skills.