

EMPLOYMENT NOTICE

The Philippine Institute for Development Studies (PIDS), a nonstock, nonprofit government corporations engaged in the conduct of long-term policy-oriented research, is now considering applicants for the following position/s:

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| Position Title: | One (1) Fellow II |
| Salary Grade: | Salary Grade (SG) - 26 at P 126,252.00 per month |
| Minimum Qualifications: | <ul style="list-style-type: none"> • PhD degree • Three (3) years of progressively responsible experience in the preparation of interpretative and analytical reports relating to major economic studies; and computer literate • Forty (40) hours of supervisory/management learning and development intervention • Career Service (Professional)/ Second Level Eligibility/ PD 907 (Honor Graduate Eligibility) |
| Nature of Appointment: | PERMANENT |
| Item No.: | OP 13 |
| Project Title: | N/A |
| Core Competencies: | <p>Deliverability/Results-Oriented (superior) - oriented towards contributing to the output from the whole system not just their own specialization.</p> <p>Professionalism (superior) - demonstrates a high level of personal responsibility, dependability, and reliability; exhibits the values, attitudes, and behaviors of the organization; establishes criteria and/or work procedures to achieve a high level of quality, productivity, and service.</p> <p>Adaptability (superior) - anticipates the need for a change and be the champion for these changes; prepares a plan in the performance of the job to make room for adjustments.</p> <p>Communication (superior) - keeps his/her superiors informed about targets/priorities and accomplishments; accurately interprets policies and orders from Management; writes letters and other communication that best suits the situation/clients; edits communication matters and transforms them into a more concise, clear, and relevant written communication; responds calmly and provides options to keep difficult situations under control; able to lead meetings with ease, clarifies questions, make commitments, and negotiates, if necessary.</p> |

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| <p>Leadership Competencies:</p> | <p>Building Collaborative, Inclusive Working Relationships (advanced) - strengthens and deepens partnerships and networks to deliver or enhance work outcomes.</p> <p>Managing Performance and Coaching for Results (advanced) - monitors the strategic imperatives of the organization and orchestrates teams, work and organizational culture around this, through advanced skills in coaching to achieve performance standard.</p> <p>Thinking Strategically and Creatively (advanced) - plans, crafts and adapts strategies for achieving the vision, mission and objectives of the agency or organization and secures the proper implementation of these strategies.</p> |
| <p>Functional Competencies:</p> | <p>Liaison and Networking (superior) - strives to improve the quality of team and inter-team working; actively seeks ways of improving and developing working relationships within and beyond the team; actively creates ways of being involved in relevant networks to develop approaches and ideas to benefit own and others' work; builds and maintains productive working relationships to achieve demonstrable positive outcomes.</p> <p>Project/Research Implementation and Management (superior) - able to manage and supervise implementation processes and procedures; has decision-making capacity for the implementation of project/research; provides workable solution to problems and issues on project implementation; able to build good partnership within the organization and with external partners.</p> <p>Research Conceptualization (superior) - superior understanding of socioeconomic theories and public policies, with expertise on specific sector/s; has ample practical experience; develops research agenda for the sector or unit.</p> <p>Technical Consulting (superior) - shares and discusses critical information that increases understanding; actively supports continuous learning and keeps abreast of new developments within technical area; finds appropriate ways to use new ideas, approaches, and knowledge to more effectively address organizational challenges.</p> |

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| <p>Required Documents: Note:</p> <ul style="list-style-type: none">• APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED• Documents must be submitted in Portable Document Format (PDF) | <ul style="list-style-type: none">• Application letter addressed to PIDS President• Certificate of Civil Service Eligibility/ PRC - Optional• Performance Evaluation from the last rating period (if coming from another government agency)• Personal Data Sheet• PIDS Information Sheet• Training Certificates• Transcript of Records• Updated Resume/CV• Work Experience Sheet |
| <p>Deadline of Submission:</p> | <p>May 23, 2025</p> |

Interested parties shall submit their application together with ALL documentary requirements to recruitment@mail.pids.gov.ph or to the address below not later than the deadline indicated:

Human Resource Management Officer
Administrative Division
Philippine Institute for Development Studies
18th Floor, Three Cyberpod Centris EDSA cor. Quezon Ave., Quezon City

Note: The PIDS adheres to the Equal Employment Opportunity Principle (EEOP) in the implementation of its Recruitment, Selection and Placement. In this regard, applications from all qualified individuals regardless of age, sex, gender identity, sexual orientation, disabilities, religion and/or indigenous group membership are hereby encouraged.