



Republic of the Philippines  
Department of Agriculture  
**FERTILIZER AND PESTICIDE AUTHORITY**  
FPA bldg., BAI Compound, Visayas Ave., Diliman, Quezon City  
Telephone Nos. (02) 8426-1572/ (02) 8920-8573

Interested and qualified applicants shall submit the documents below to this google form  
<https://forms.gle/Mxi6vTdfGHW8G53UA> for initial documentary review and evaluation:



1. Letter of intent addressed to **Julieta B. Lansangan, Executive Director III**;
2. Updated and duly notarized Personal Data Sheet (PDS) with Work Experience Sheet (WES);
  - a. CS Form No. 212, Revised 2017 which can be downloaded at <http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
    - with Passport size ID picture
    - with Government Issued ID
    - with thumbmark
  - b. Work Experience Sheet which can be downloaded at <http://www.csc.gov.ph/2014-02-21-08-28-23/pdf-files/category/861-personal-data-sheet-revised-2017.html>
3. Relevant Scholastic Records;
  - a. Photocopy of Transcript of Records (TOR)
  - b. Photocopy of Diploma
4. Photocopy of Performance rating in the last period (if applicable);
5. Photocopy of certificate of eligibility/rating/license;
6. Photocopy of relevant training certificates; and
7. Photocopy of Certificate of Employment

All qualified next-in-rank personnel shall be automatically considered candidates for promotion. For all interested FPA regular employees including the qualified next-in-rank candidates, they are required to submit item numbers 1, 2, 4, 5, and 6 listed hereunder, to the google form. Failure to do so shall be deemed a waiver of their right to be included as candidates for the positions applied for.

All data submitted to the FPA will be processed in accordance with the RA No. 10173 or the Data Privacy Act of 2012.

**Note:**

1. Applicants are advised to secure certified true copies/authenticated copies of documents specified in item numbers 3, 4, and 5 the soonest time, in case of appointment to the position applied for.
2. Applications with incomplete documents shall not be entertained.

**Date of Posting :** November 16, 2023  
**Deadline of Submission :** November 30, 2023

# NOTICE OF VACANCY

**Position Title :** Chemist II (Anticipated Vacancy)  
**Item Number :** FPAB-CMT2-6-2016  
**Assignment :** Laboratory Services Division  
**Salary Grade :** 15  
**Status :** Permanent

## QUALIFICATION STANDARDS

**Education :** Bachelor of Science (BS) in Chemistry or an allied degree with at least sixty (60) units in professional Chemistry subjects/courses  
**Experience:** 1 year of relevant experience  
**Training :** 4 hours of relevant training  
**Eligibility :** RA 10657 (Chemistry Profession Act)

## DUTIES AND RESPONSIBILITIES

Handles, operates, and performs analyses according to the testing procedure using Gas Chromatography (GC) with 3 detectors and other laboratory equipment for the analysis of pesticide active ingredients, formulations, and technical materials and other equipment and analysis during skill rotation program;
Prepares and maintains all the laboratory procedures and protocols relevant to the assigned types of analyses;
Prepares and signs laboratory reports of the analyses conducted;
Maintains, troubleshoots and calibrates instrument and equipment daily or as needed and reports deficiencies or malfunction to the immediate supervisor for appropriate actions;
Performs method development, validation and verification in accordance to the officially approved laboratory protocols;
Performs other related duties as may be assigned either in support of departmental goal or personal or professional training, education or development.

*“It is the policy of the FPA to strictly adhere to the principles of merit, competence, fitness, and equality. Towards this end, it will implement a system that will create equal opportunities for advancement of all deserving employees of the Agency regardless of age, sex, sexual orientation, gender and gender identity, civil status, disability, religion, ethnicity, or political affiliation.”*