

ANNOUNCEMENT OF HIRING

The Bureau of Agricultural Research is in need of the following:

Position	:	Project Development Officer II
Division	:	Program Development Division (PDD)
Status of Employment	:	Contract of Service (COS)
Salary Grade	:	SG 15 – Php 30,531.00
Qualification Standards		
Education	:	Bachelor's Degree relevant to the job
Work Experience	:	One (1) year of relevant experience
Training	:	Four (4) hours of relevant training
Eligibility	:	Civil Service (Professional) Second Level Eligibility

Terms of Reference

- Assist in the packaging and dissemination of BAR and ACEF's Call for R4D proposals either through web announcements and memoranda;
- Assist in the coordination and facilitation of Support to Technology Commercialization and Technology Business Incubation R4D proposals screening, review and integration of its results;
- Assist in updating and crafting the priority R4D agenda and programs of BAR Technology Commercialization and Technology Business Incubation;
- Prepare necessary documents to facilitate approval and release of funds of approved proposals under Support to Technology Commercialization, Technology Business Incubation, and ACEF R4D Grant (i.e., Memorandum of Agreement, Schedule of Release of Outputs, Disbursement Voucher, Obligation Slip, Notice of Fund Release and Notice to Proceed);
- Maintain both electronic/digital and physical copies of documents relevant to approved Support to Technology Commercialization, Technology Business Incubation, and ACEF R4D proposals;
- Assist in the preparation of documents related to Intellectual Property Rights Applications; and
- Attend/participate in meetings, workshops, conferences and other activities related to Support to Technology Commercialization, Technology Business Incubation, and ACEF R4D.

Interested and qualified applicants should fill out the application form:

https://bit.ly/2025BARApplicationForm_COS

Posting: July 11, 2025

Deadline of submission of applications is on July 17, 2025 (Thursday)