NOTICE OF CONTRACT OF SERVICE VACANCY

April 01, 2026

Position Title	:	One (1) Project Technical Specialist IV - Contract of Service
Contract Duration	:	Actual Start Date until June 30, 2026
Salary	:	PHP 67,668.00 per month
Project	:	PIDS-DOH GAA 2026 (Special Provision) Evaluation of MAIFIP and Other Public Health Programs

Qualifications:

- Bachelor's degree in communication, public health, or related fields
- At least 8 hours of relevant training in items related to the scope of work
- At least 2 years of experience in health promotion, public health or the health sector, with planning, management, and coordination experience

Scope of Work:

Under the guidance and technical oversight of a PIDS Research Fellow who serves as Project Director, the contract of service (COS) worker is expected to work with the Health Economics and Finance Program Team assist in or undertake the following tasks/activities:

1. Conceptualize and lead public affairs communication strategies for the Health Economics and Finance Program, including the design and execution of events, fora, meetings, and stakeholder consultations aligned with the objectives of each program
2. Advise the HEFP researchers on strategic communication approaches to position evidence effectively with policymakers, media, and partners
3. Identify and recommend appropriate communication platforms and channels, including but not limited to digital platforms, social media, policy briefs, and opinion pieces, to maximize reach and influence.
4. Coordinate with internal and external stakeholders to ensure consistent messaging, timely dissemination, and alignment between research content and public affairs engagements
5. Co-manage and maintain the content available on the Health Economics and Finance Program website
6. Draft preliminary policy briefs, opinion pieces, and press releases relevant to the projects of the Health Economics and Finance Program
7. Develop and maintain positive working relationships with PhilHealth, the Department of Health, and other relevant project stakeholders

a. Prepare for, attend, and present at internal and external meetings
b. Communicate and present progress developments regularly
c. Facilitate requests for data, meetings, consultations, etc.

8. Perform such other professional, highly technical, and confidential duties and responsibilities as the Research Fellow may assign from time to time.

Requirements:

1. Application letter addressed to PIDS President
2. Certificate of Civil Service Eligibility/ PRC
   - Optional
3. Performance Evaluation from the last rating period
   (if coming from another government agency)
4. Personal Data Sheet
5. PIDS Information Sheet
6. Training Certificates
7. Transcript of Records
8. Updated Resume/CV
9. Work Experience Sheet

Interested and qualified applicants may submit their requirements at https://recruitment.pids.gov.ph/. Incomplete documents will not be processed. Specific details related to this Contract of Service will be discussed during the interview.

Deadline : April 08, 2026