



## Information Technology Officer I

Salary Grade: 19

Item Number: PHILSAB-ITO1-21-2020

Division: High Performance Computing and Information Systems Division

### Minimum Qualification Standards:

Education: Bachelor's degree relevant to the job

Experience: 2 years of relevant experience

Training: 8 hours of relevant training

Eligibility: Career Service (Professional) / Second Level Eligibility

### Duties and Responsibilities:

- 1) Contribute to the establishment and maintenance of the Agency's High Performance Computing Facility;
- 2) Be the primary liaison for coordination with internal and external partners for their high performance computing requirements;
- 3) Maintain and analyze usage logs related to HPC operations to facilitate planning and maintenance;
- 4) Draft and implement policies and processes governing the use of the HPC Facility;
- 5) Spearhead the development of workflows for running HPC programs and software applications;
- 6) Contribute to strategic R&D in secure HPC systems;
- 7) Conduct strategic R&D on high performance computing systems; and
- 8) Perform other duties of a regular or special nature as may be assigned from time to time.

### Applicants who have all or any of the following background are encouraged to apply:

#### Educational Background:

- Bachelor's degree in Computer Science, Information Technology, and other allied fields

#### Experience:

- Experience in managing and operating HPC facilities is a plus.
- Previous work in drafting and implementing policies, particularly in technology-driven environments, would be advantageous.
- Experience with cluster management and job scheduling systems like SLURM is a plus.

#### Competencies:

- Familiarity with programming languages commonly used in HPC environments (e.g., C/C++, Python, Fortran) and parallel computing frameworks (e.g., MPI, OpenMP, etc.)



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