



Republic of the Philippines  
Office of the President  
**Philippine Space Agency**



## Chief Science Research Specialist

Salary Grade: 24

Item Number: PHILSAB-CSRS-16-2020

Division: Space Mission Control and Operations Division

### Minimum Qualification Standards:

Education: Master's Degree or Certificate in Leadership and Management from the CSC

Experience: 4 years of supervisory/management experience

Training: 40 hours of supervisory/management training/learning and development intervention

Eligibility: Career Service (Professional) / Second Level Eligibility

### Duties and Responsibilities:

- 1) Serve as the Division Chief of the Space Mission Control and Operations Division;
- 2) Administer the programming and budgeting of the Division's Space Science and Technology Applications (SSTA) programs;
- 3) Be in charge of the primary mission control center of the Agency and direct the operations of satellites, spacecrafts, and space systems;
- 4) Facilitate the processing of the services and data reception activities of the ground stations ensuring maximum operational capacity of the Agency's facilities;
- 5) Spearhead the conduct of R&D in ground station process automation, store-and-forward communications and space-based sensor networks;
- 6) Perform analysis of ground stations operations and performance, proposing evolutions where applicable;
- 7) Supervise the development and implementation of a mission control roadmap for ground receiving station facility improvements and upgrades;
- 8) Support the procurement of the ground stations and ground stations service contracts;
- 9) Support the development and transition into operations of ground station systems and services for future satellite systems;
- 10) Coordinate the production/validation of operational procedures and training of the operations teams;
- 11) Contribute to the integration of activities to accomplish desired results through effective planning, direction, coordination and control;
- 12) Report to the Director the accomplishments and progress of the programs and projects of the Division;
- 13) Assist in the review and evaluation of the research and development outputs and recommend plans for technology transfer and/or utilization, likewise, initiate technical publications and patent applications whenever applicable;
- 14) Supervise the intake of space data assets, its management, allocation and utilization
- 15) Participate in scientific conferences, seminars, and discussions for Space Science and Technology Applications (SSTA) advancement; and
- 16) 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:

- Master's degree in science or engineering with equivalent level qualification in space systems control, mission planning, satellite tasking and/or ground receiving station operations and management, or alternatively a degree or equivalent level qualification in natural sciences, space application studies, or other relevant subject

with extensive experience in space science technology applications.

Experience:

*Technical Skills and Knowledge:*

- Proven, substantive experience across a range of space systems control, satellite tasking and mission planning, ground receiving station operations and management.
- Strong communication skills, written and verbal, to both technical and nontechnical audiences.
- Ability to collaborate and network with diverse partners.

*Behavioural Skills:*

- Ability to lead a team of diverse backgrounds and set directions to accomplish the goals, mission and objectives of the organization.
- Ability to show initiative, to work independently and as part of a team.
- Ability to assess and prioritize tasks effectively to accomplish projects to deadlines.
- Willingness to learn and share new knowledge/skills as required.

Training Background:

- Leadership, management, and technical trainings in the last 3 years

Competencies:

*Essential:*

- Concept-to-launch experience with one or more satellite missions.
- 2+ years prior experience in Mission Management, Mission Integration, or Technical Program/Project Management.
- Prior hands-on experience on a technical project.
- Experience in ground station system engineering, including validation of ground stations.
- Experience of procurements of ground station services or maintenance and site support services would be an advantage.
- Excellent interpersonal and communication skills, with proven ability to apply these to interactions within a team and between teams.

*Desirable:*

- Experience with remote sensing, spatial analyses and statistical modeling.



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