



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

Reference No. 21RSS007-316

**CALL FOR APPLICANTS FOR THE PHILIPPINE STATISTICS  
AUTHORITY-REGIONAL STATISTICAL SERVICES OFFICE -7 (UNDER  
CONTRACT OF SERVICE WORKER) TO BE ASSIGNED IN RSSO 07-SOCD.**

Posting Period : 11-24 May 2021  
Filing Period : 11-24 May 2021 (except Saturdays, Sundays and  
Holidays)  
Deadline of Submission: 5:00 PM, 24 May 2021

Where to File Applications : **ARIEL E. FLORENDO**  
Regional Director  
Philippine Statistics Authority-RSSO7  
Gaisano Capital South Bldg., Colon St. Cebu City  
Telephone nos. (032) 412-6794 & 254-0470

Applicants are required to submit the following:

1. Application letter stating the **specific position title** and **place of assignment**.
2. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (Civil Service Form No. 2012. Revised 2017) with Work Experience Sheet (refer to Guide on filing out of Personal Data Sheet);
3. Photocopy of **authenticated Eligibility** (CSC, CESB, RA 1080, PRC, PD 907); if applicable
4. Photocopy of Transcript of Record or Diploma;
5. Photocopy of Certificate/s of Training and
6. Certificate of Experience relevant to the position



Gaisano Capital South Bldg., Colon St., Cebu City, Philippines 6000  
Telephone: (6332) 412-6794 / 256-0592  
www.psa.gov.ph



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**Additional instructions for strict compliance:**

1. All applicants are required to submit their application addressed to:

**ARIEL E. FLORENDO**  
Regional Director  
Philippine Statistics Authority-RSSO7  
Gaisano Capital South Bldg., Colon St. Cebu City

Email Address: [psa07.applications@gmail.com](mailto:psa07.applications@gmail.com)

2. Applicants may submit their requirements personally or online/courier through the email address listed above.
3. Applicants must present the original copy of the documents/attachments in the application letter to the Secretariat before the interview. None presentation of any of these documents will automatically disqualify the applicant.
4. Applicant and documents submitted after the deadline **24 May 2021, 5:00 PM** will not be accepted.
5. Application with incomplete required document/s including the required information or data therein will not be accepted.

Approved:

  
**ARIEL E. FLORENDO**  
Regional Director



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PHILIPPINE STATISTICS AUTHORITY  
 List of Vacant Positions for Philippine Statistics Authority-Regional Statistical Services Office -7 (PSA-RSSO7)

Position Title	SG	Monthly Salary	No. of Vacancies	Place of Assignment	Qualification Standards				Remarks
					Education	Experience	Training	Eligibility	
Administrative Aide VI									
1	6	782.18	2	PSA RSSO 07-SOCD	Completion of 2 years study in college	None Required	None Required	None Required	Assists Statistical specialists or analysts in organizing data for tabulation and/or the preparation of statistical charts, graphs and similar devices and encoding of statistical narrative report; Assists in the mapping and geotagging activities using QField, QGIS, ArcGIS and other mapping applications. Assists in the preparation of statistical tables and other devices; Assists in the preparation of statistical reports, field supervision reports; Assists in the conduct of Customers Satisfaction Survey; and