



Reference No. 24RSSO07-266

**Call for Applicants for Contract of Service Workers (COSWs)
Positions for Regional Statistical Services Office VII – Statistical
Operations & Coordination Division (SOCD)**

The PSA upholds and recognizes the value of diversity, equity, and inclusivity in its recruitment, selection, and promotion process and hereby adheres to the equal employment opportunity principle. There shall be no discrimination in the selection of employees on account of age, sex (sexual orientation or gender identity), civil status, disability, religion, ethnicity, or political affiliation.

Posting/Filing Period: **04-15 April 2024**
Deadline of Submission: **15 April 2024, 5:00 PM**
Where to File Applications : **Physical/Courier submission:**

ARIEL E. FLORENDO
Regional Director
Philippine Statistics Authority-RSSO7
Gaisano Capital South Bldg., Colon St. Cebu City
Telephone nos. (032) 412-6794

Email submission:

psa07.applications@gmail.com

Applicants are required to submit the following:

1. **APPLICATION LETTER** stating the **specific position title** with **salary grade** (SG) level and specific **place of assignment** as posted. The application letter must be addressed to:

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

2. Duly accomplished **PERSONAL DATA SHEET (PDS)** with recent ID picture taken within three (3) months prior to submission of application (**CSC Form No. 2012. Revised 2017**) wet signed, and duly subscribed and sworn to before an authorized administering officer not later than the posting/filing period (refer to Guide on filling out the Personal Data Sheet or CSC MC No. 16, s.2017);



Gaisano Capital South Bldg., Colon St., Cebu City, Philippines 6000
Telephone: (032) 412-6794
Website: rsso07.psa.gov.ph Email: rsso07@psa.gov.ph

3. Signed **WORK EXPERIENCE SHEET** (CSC Form No. 212 – as Attachment to PDS);
4. Photocopy of **PROOF OF ELIGIBILITY** (CSC, CESB, RA 1080, PRC, PD 907, etc);
5. Photocopy of **TRANSCRIPT OF RECORDS**;
6. Photocopy of **CETIFICATE/S OF TRAINING** relevant to the position applied for; and
7. Copy of certified true copy of completely signed **INDIVIDUAL PERFORMANCE COMMITMENT REVIEW (IPCR)** or its equivalent for the last rating period (for applicants with work experience).

Additional instructions for strict compliance:

1. Applicants who sent application and documents through courier must submit, within three (3) calendar days from sending thereof, the return slip of tracking number receipt through email at psa07.applications@gmail.com
2. 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.
3. Application stating NO salary grade and specific place of assignment as posted will automatically be rejected.
4. Application and documents submitted after the deadline **15 April 2024** will not be considered.
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)

(Under Contract of Services)

Date of posting: 04 -15 April 2024

Position Title	SG	Monthly Salary	No. of Vacancies	Place of Assignment	Qualification Standards				
					Education	Experience	Training	Eligibility	Remarks
<p>STATISTICAL ANALYST</p> <p>1. Assists in the technical staff during the conduct of the Regional Press conference on inflation;</p> <p>2. Assist the regional focal person in ensuring the smooth conduct of the training or briefing for the concerned provincial focal persons (PFPs) on the assigned surveys;</p> <p>3. Attend training related to the assigned survey/s, when needed;</p> <p>4. Assist in the consolidation of reports for the assigned survey/s submitted by the Provincial Statistical Offices (PSOs);</p> <p>5. Assist in the preparation of regional reports for the assigned survey/s and submission to the Central Office; and</p> <p>6. Perform other tasks related to the assigned survey/s as required by the immediate supervisor.</p>	11	Php1,472.73/DA Y	1	RSSO 07- SOCD	Bachelor's Degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	None required	None required	Preferably with CS Professional/Second Level Eligibility	
<p>STATISTICAL SPECIALIST I</p> <p>1. Facilitate the collection, processing and consolidation of provincial data and other indicators;</p> <p>2. Coordinate with data source agencies and local government units</p> <p>3. Manage and update the PPA database in the region and provinces;</p> <p>4. Analyze data and prepare write-ups for statistical reports, press releases and advocacy materials</p> <p>5. Conduct researchers and studies for the improvement of PPA statistics and indicators</p> <p>Performs other tasks that may be assigned by supervisor/s.</p>	13	Php1,708.36/DAY	1	RSSO 07-SOCD	Bachelor's Degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology, Development Communication, or other related courses	Preferably with relevant work experience	Preferably with relevant training	Preferably with at least Career Service Professional/Second Level Eligibility	

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