



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

Reference No: 22RSSO07-445

CALL FOR APPLICANTS

CALL FOR APPLICANTS FOR THE CONTRACT OF SERVICE WORKER (COSW) POSITIONS (BIRTH REGISTRATION AGENTS) UNDER THE PhilID REGISTRATION PROJECT IN PHILIPPINE STATISTICS AUTHORITY 7 (PSA 7).

Posting Period : 11-20 July 2022
Filing Period : 11-20 July 2022 (except Saturdays, Sundays and Holidays)
Deadline of Submission: 5:00 PM 20 July 2022

All Applications should be addressed to: **ARIEL E. FLORENDO**
Regional Director
Philippine Statistics Authority-RSSO7
Gaisano Capital South Bldg.,
Colon St. Cebu City

Applicants are required to submit the following:

1. Application letter stating the specific position title with salary (SG) level and specific division or place of assignment as posted.
2. Fully 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**) with
3. **Work Experience Sheet** (Attachment to CS Form No. 212- As attachment to PDS) For those who have work experienced.
4. Photocopy of authenticated Eligibility (CSC, CESB, RA 1080, PRC, PD 907); if applicable
5. Photocopy of Transcript of Record and Diploma;
6. Photocopy of Certificate/s of Training and
7. Certificate of Experience relevant to the position

Qualifications

1. Education: Completion of at least 2 years of studies in college.
2. Experience: Preferably with at least 6 months supervisory and coordination on Registration Matters.
3. Eligibility: Preferably with CSC eligibility or its equivalent.
4. Training: Preferably with training on basic Civil Registration

Additional instructions for strict compliance:

1. All applicants are required to **SUBMIT** their application and requirements thru email or below addressed:

ARIEL E. FLORENDO
Regional Director
Philippine Statistics Authority-RSSO7
Gaisano Capital South Bldg., Colon St. Cebu City
Contact: (032) 412-6794 & (032) 256-0592
Email Address: psa07.applications@gmail.com

1. Applicants may submit thru email or personally or through courier through the address listed above.
2. Application not stating specific place of assignment as posted will automatically be rejected.
3. Applicants must present the original copy of the documents/attachments in the application letter to the Secretariat on or before the interview. None presentation of any of these documents will automatically disqualify the applicant.
4. Applicant and documents submitted after the deadline on **20 July 2022 at 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

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

Position Title	SG	Per day	No. of Vacancies	Place of Assignment	Qualification Standards				Remarks
					Education	Experience	Training	Eligibility	
Birth Registration Agents									
Main Function: a. Attend the orientation, training, and other capacity building for the PhilID Registration Assistance Project b. Upon the direction of his/her immediate supervisor, coordinate the conduct of mobile registration and other civil registration activities with the assigned Local Civil Registry Offices; c. Enjoin cooperation and involvement of various agencies/relevant parties on activities related to the Project; d. Act as Focal Person for the PhilID Registration Assistance Project in the region/province; E. Conduct regular Information, Education and Communication (IEC) activities concerning civil registration; and m. Perform other tasks assigned by the Immediate Supervisor and the Project Director.	8	995.50/day	1	RSSO 07-CRASD	Completion of 2 years of studies in college	1 year of relevant work experience	4 hour of relevant training	Preferably with CS Professional/ First Level Eligibility	Preferably with Atleast 6 months supervisory experience on Registration Matters With basic knowledge in Civil Registration in PSA or LGU