



Reference No: 24RO0722-05-101

## **CALL FOR APPLICANTS** FOR THE VACANT POSITIONS AT PSA- REGIONAL STATISTICAL SERVICES OFFICE 7- CEBU (UNDER CONTRACT OF SERVICE WORKER)

Posting/ Filing Period : **10-24 May 2024**  
Deadline of Submission: **5:00 PM 24 May 2024**  
Where to File Applications: **MELCHOR B. BAUTISTA**  
Chief Statistical Specialist  
Philippine Statistics Authority-Cebu  
2/f Martina Sugbo Center P. Burgos St., Cebu City  
Telephone nos. (032) 255-8573

Applicants are required to submit the following:

1. Signed **Application Letter** stating the specific position title with 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 duly subscribed and sworn to by an authorized administering officer;
3. Photocopy of **Transcript of Record/Diploma**;

## **POPCEN-CBMS AREA SUPERVISOR**

- Must be college graduate;
- Must with experience and training in census/ survey undertakings of the Philippine Statistics Authority (PSA);
- Preferably with supervisory experience in census/ survey or similar operations;
- Preferably a resident of the barangay or city/ municipality;
- Leadership potential;
- Alertness and interest;
- With good written and oral communication skills;
- With enough familiarity of place of assignment and able to speak the local dialect;



## ENUMERATOR

- At least SHS graduate, or have completed 2<sup>nd</sup> year college (old curriculum)
  - SHS graduate must be at least 18 years old and over;
- Physically fit to do field work (if female, must not be pregnant);
- Knowledgeable in operating Android devices (tablets);
- Able to speak the local dialect;
- With the ability to deal with the public tactfully;
- With good moral character;
- Willing to be assigned to any barangay or city/municipality;
- Willing to work on weekends, holidays, and beyond 5:00 pm, if necessary;
- Does not have any existing work contract with other office/ agency; and
- Not related up to the fourth degree of consanguinity or affinity of the appointing/ recommending officers or direct/ immediate supervisors.
- Preferably with experience and training in census/ survey undertakings of the Philippine Statistics Authority (PSA); and
- Preferably a resident of the barangay or city/ municipality.

### **Additional instructions for strict compliance:**

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

**MELCHOR B. BAUTISTA**

Chief Statistical Specialist

Philippine Statistics Authority-Cebu

2/f Martina Sugbo Center P. Burgos St., Cebu City

Telephone nos. (032) 255-8573

2. Applicants may submit personally or through courier through the address listed above or click this link <https://tinyurl.com/2024PPCN-CBMS>
3. The PSA reserves the right to suspend or terminate the hiring process for whatever reason, or exclude/disqualify applicant/s for failure to comply with any of the foregoing requirements and instructions without incurring liabilities against them, particularly on the proper filling out of PDS as prescribed by the Civil Service Commission Memorandum Circular No. 16, s. 2017.
4. Applicant and documents submitted after the deadline which is **24 May 2024 at 5:00 PM** will not be accepted.
5. Applications with incomplete attachments and/or incomplete information or signature within a particular attachment will not be considered. required document/s including the required information or data therein will not be accepted.

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10 May 2024

Approved:



**MELCHOR B. BAUTISTA**  
Chief Statistical Specialist