



Republic of the Philippines
PHILIPPINE STATISTICS AUTHORITY
Cebu Provincial Statistical Office

Reference No. 23RO0722-02-304

CALL FOR APPLICANTS

CALL FOR APPLICANTS FOR THE PHILIPPINE STATISTICS AUTHORITY-REGIONAL STATISTICAL SERVICES OFFICE-7 CEBU UNDER CONTRACT OF SERVICE WORKER (COSW) FOR THE HIRING OF THE FOLLOWING POSITIONS IN COMMUNITY-BASED MONITORING SYSTEM (CBMS) – GEOTAGGING AND PROCESSING OF SERVICE INSTITUTIONS AND INFRASTRUCTURE, GOVERNMENT PROJECTS AND NATURAL RESOURCES WITH CONTRACT OF SERVICE UNTIL 31 MAY 2023.

- ✓ Twelve (12) Map Data Collectors (MDC)
- ✓ Two (2) Map Data Processors (MDP)
- ✓ One (1) Map Data Reviewer (MDR)

Posting Period : 06- 15 February 2023

Filing Period : 06- 15 February 2023 (except Saturdays, Sundays and Holidays)

Deadline of Submission: 5:00 PM 15 February 2023

Interested Applicants are required to submit the following through this link:

<https://tinyurl.com/CBMS-GEOTAGGING>

1. Application letter addressed to:

MELCHOR B. BAUTISTA
(Chief Statistical Specialist)
Officer-in-Charge
Philippine Statistics Authority-Cebu

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



2nd Flr. Martina Sugbo Center P. Burgos St., Cebu City, Philippines
Telephone: (032) 412-1337 • Telefax: (032) 255-8573
• Email: cebu@psa.gov.ph

QUALIFICATIONS:

1. Must be a college graduate;
2. Preferably with previous employment in the field of Statistics or GIS-Based Mapping;
3. Preferably involved in the previous mapping activities;
4. Knowledgeable in computer operation;
5. Preferably with experience in using GIS and Google Earth software;
6. Physically fit;
7. With good moral character;
8. Willing to render overtime service, if necessary; and
9. Willing to work on Sundays, if needed

DUTIES AND RESPONSIBILITIES:

Map Data Collector (MDC)

- a. Geotagging and or verification of CBMS Form 5
- b. Uploading of shapefiles using Monitoring and Tracking System (MTS)
- c. Submission of weekly output during weekly meeting
- d. Attendance and participation of weekly meeting
- e. Preparation of accomplishment report
- f. Performing other duties assigned by the supervisor

Map Data Processor (MDP)

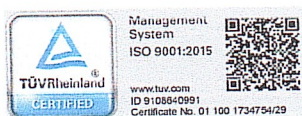
- a. Processing, scrutinizing and digitizing CBMS Form 5
- b. Submission of weekly output during weekly meeting
- c. Attendance and participation to weekly meeting
- d. Preparation of accomplishment report
- e. Performing other duties assigned by the supervisor

Map Data Reviewer (MDR)

- a. Processing, scrutinizing and reviewing CBMS Form 5
- b. Consolidation and merging of CBMS Form 5 to City/Municipal level
- c. Submission of weekly output during weekly meeting
- d. Attendance and participation to weekly meeting
- e. Preparation of accomplishment report
- f. Performing other duties assigned by the supervisor

Additional instructions for strict compliance:

1. All applicants are required to **SUBMIT** their application and requirements thru this link <https://tinyurl.com/CBMS-GEOTAGGING>
2. Application not stating specific place of assignment as posted will automatically be rejected.



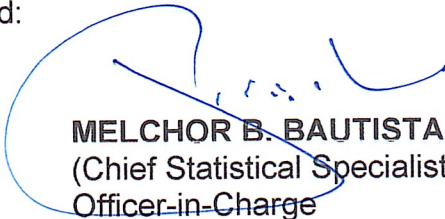
Reference Number: 23RO0722-02-304

Subject: CALL FOR APPLICANTS for COMMUNITY-BASED MONITORING SYSTEM (CBMS) –
GEOTAGGING AND PROCESSING OF SERVICE INSTITUTIONS AND INFRASTRUCTURE,
GOVERNMENT PROJECTS AND NATURAL RESOURCES

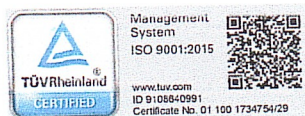
Date: 06 February 2023

3. Applicants must present the original copy of the documents/attachments in the application letter to the Secretariat on or before the interview. No presentation of any of these documents will automatically disqualify the applicant.
4. Applicant and documents submitted after the deadline on **15 February 2023 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:



MELCHOR B. BAUTISTA
(Chief Statistical Specialist)
Officer-in-Charge



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