



Reference No: 23RO07-05-1560

CALL FOR APPLICANTS

CALL FOR APPLICANTS FOR THE PHILIPPINE STATISTICS AUTHORITY-REGIONAL STATISTICAL SERVICES OFFICE-7 CEBU UNDER CONTRACT OF SERVICE WORKER FOR THE FOLLOWING PROJECTS:

1. 2023 Augmented System for Travel Information using GIS Technology (ASTIG Tech)
 - a. **Two (2) Assistant Statistician** with monthly salary of **PhP 20,340** plus 20% premium per month with service contract from 13 June to 31 October 2023;
2. 2022 Census of Agriculture and Fisheries (CAF) Non-Household.
 - a. **One (1) Manual Processor** with daily salary of **PhP 491** and service contract from 09 June to 30 September 2023; and
3. 2023 Updating of List of Aquaculture Farms (ULAF).
 - a. **One (1) Statistician Aide** with monthly salary of **PhP 14,993** plus 20% premium per month with service contract from 03 June to 12 August 2023.
 - b. **Ten (10) Enumerators** with daily salary of **PhP 491** and service contract from 03 June to 12 August 2023.

Posting/ Filing Period : 19 to 29 May 2023

Deadline of Submission : **5:00 PM 29 May 2023**

QUALIFICATIONS :

Assistant Statistician

- Preferably college graduate;
- Preferably with previous employment in the field of Statistics or GIS-Based Mapping;
- Preferably involved in the previous mapping activities;
- Knowledgeable in computer operation;
- Preferably with experience in using GIS and Google Earth software;
- Physically fit;
- With good moral character;
- Willing to render overtime service, if necessary; and
- Willing to work on Sundays, if needed

Manual Processor

- Preferably college graduate;
- Preferably with previous employment in PSA;
- Preferably involved in the previous CAF operation;
- Knowledgeable in computer operation;
- Physically fit;
- With good moral character;
- Willing to render overtime service, if necessary; and





- Willing to work on Sundays, if needed

Statistician Aide

- Preferably a college graduate, with experience as enumerator;
- Preferably with knowledge on fisheries ;
- Physically fit;
- With pleasing personality;
- Able to speak the local dialect;
- With good moral character;
- Willing to render overtime service, if necessary; and
- Willing to work on Sundays, if needed

Enumerator

- Preferably a college graduate, with experience as enumerator;
- Preferably with knowledge on fisheries ;
- Physically fit;
- With pleasing personality;
- Able to speak the local dialect;
- With good moral character;
- Willing to render overtime service, if necessary; and
- Willing to work on Sundays, if needed

DUTIES AND RESPONSIBILITIES:

Assistant Statistician

- Research from various sources (eg., transportation office, Tricycle Operators and Driver's Association, internet) of travel information such as travel routes, fares, frequency and mode of travel, road condition. Uploading of the barangay map project file from the desktop to the android tablet;
- Encode the travel information in the ASTIG Tech app; and
- Plot and digitize the travel route using the ArcGIS Pro application.

Manual Processor

- Receipt and Control of CAF Forms 7 to 10 (accomplished SAQs and Fillable PDF).
- Coding of selected data items.
- Completeness check of these questionnaires vis-à-vis CAF Control List
- Editing and checking of readability of entries and coding of selected items with write-in entries

Statistician Aide

- Attend training for Field Operations at the designated training center;
- Enumerate/update assigned list of aquafarms;





Republic of the Philippines
Philippine Statistics Authority
Cebu Provincial Statistical Office

- Ensure complete updating of the assigned list of aquaculture farms. Conduct saturation drive as needed;
- Ensure confidentiality of data collected;
- Supervise SRs;
- Monitor daily accomplishment of SRs;
- Ensure that all ULAF forms are field edited in accordance with the instructions;
- Take appropriate action on any problem reported by SRs;
- Assist in the verification of ULAF forms before encoding;
- Submit processed ULAF forms to Provincial Office;
- Assist in the machine processing of ULAF forms;
- Submit weekly progress report to Provincial Statistical Office.

Enumerator

- Attend training for Field Operations at the designated training center.;
- Conduct field enumeration/updating activities in accordance with instructions and timetable of operation;
- Ensure complete enumeration/updating of the assigned list of aquaculture farms;
- Inform the supervisor immediately of any problem encountered during field operation;
- Field edit all ULAF Forms;
- Ensure confidentiality of data collected;
- Submit daily accomplishment report to supervisors on weekly basis;
- Submit completed ULAF forms to supervisors;
- Accomplish and submit Certificate of Work Completed.

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

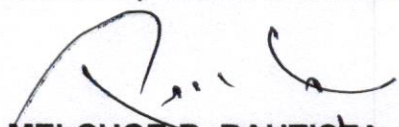
<https://tinyurl.com/ULAF-ASTIG>

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;
3. Photocopy of authenticated Eligibility, if any;
4. Photocopy of Transcript of Record/ Diploma/ Certification of Highest Grade completed; if not graduated.
5. Photocopy of Certificate/s of Training and;
6. Certificate of Experience relevant to the position

Approved:


MELCHOR B. BAUTISTA
Chief Statistical Specialist



2/F Martina Sugbo Center, P. Burgos St., Cebu City, Philippines 6000

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