

**PHILIPPINE STATISTICS AUTHORITY
SIQUIJOR PROVINCIAL STATISTICAL OFFICE**

**LIST OF VACANT FIELD CENSUS PERSONNEL POSITIONS
(UNDER CONTRACT OF SERVICE WORKERS FOR THE 2022 CAF)**

POSTING/FILING PERIOD: 05 June 2023 to 16 June 2023

No.	POSITION TITLE (with major tasks/functions)	DAILY WAGE	NO. OF VACAN- CIES	PLACE OF ASSIGNMENT	QUALIFICATIONS STANDARDS				REMARKS
					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	
1	CENSUS AREA SUPERVISOR (CAS) -shall be mainly responsible for the close supervision, monitoring, and coordination of census activities such as the implementation of the various field enumeration activities in the census areas; -Perform other census-related duties that may be assigned from time to time by the Supervisors.	Php 651.00	1	Municipalities of Enrique Villanueva and Siquijor	-Preferably college graduate of Information Technology or any IT related courses or a Tech-savvy person	-Preferably with experience in census/survey or similar operations; -Preferably with supervisory background in census/survey or similar operations;	None required	None required	-Resident of the assigned municipality; (willing to be assigned in other municipality without additional expense) -Computer literate, with knowledge in word processor, spreadsheet software and encoding; -Preferably knows how to use android mobile devices (tablets, smartphones); -With legible handwriting; -Physically fit (for female: if pregnant, must submit waiver); -With good moral character; -Preferably fully vaccinated (or received at least two doses of Covid-19 vaccine); -Willing to work on Saturdays, Sundays and/or holidays and beyond 5:00 p.m., if necessary; and -With no existing work contract with other offices/agencies.
			1	Municipalities of Larena and San Juan					
			1	Municipalities of Lazi and Maria					
2	ASSISTANT CENSUS AREA SUPERVISOR (ACAS) -mainly responsible in manage data processing and editing accomplished questionnaires and assisting the CAS in carrying out the smooth flow of the census operation in their assigned city or municipality; -Perform other census-related duties that may be assigned from time to time by the Supervisors	Php 601.00	1	Municipalities of Enrique Villanueva and Siquijor	-Preferably college graduate of Information Technology or any IT related courses or a Tech-savvy person	-Preferably with experience in census/survey or similar operations; -Preferably with supervisory background in census/survey or similar operations;	None required	None required	-Resident of the assigned municipality; (willing to be assigned in other municipality without additional expense) -Computer literate, with knowledge in word processor, spreadsheet software and encoding; -Preferably knows how to use android mobile devices (tablets, smartphones); -With legible handwriting; -Physically fit (for female: if pregnant, must submit waiver); -With good moral character; -Preferably fully vaccinated (or received at least two doses of Covid-19 vaccine); -Willing to work on Saturdays, Sundays and/or holidays and beyond 5:00 p.m., if necessary; and -With no existing work contract with other offices/agencies.
			1	Municipalities of Larena and San Juan					
			1	Municipalities of Lazi and Maria					

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3	ENUMERATOR (EN) -Visits each building and determine if it is qualified to be listed following the criteria on the buildings that need to be listed. In each building, determine the number of housing units and in each housing unit, determine the number of households residing in it using CAF Form 1; -Interview personally the head of the household, his/her spouse or any adult household member and determine if there are any members of the household engaged and operating agricultural, aquaculture, and fishing activities. Assign Operator Serial Number for all members identified as agricultural, aquaculture, and fishing operator; -Interview each agricultural, aquaculture, and/or fishing operator in the household using the CAF 3, 4, and/or 5; -Accomplishes the sticker or CAF Form 11 – Notice of Listing/Enumeration and post it on the door or any part of the building/housing unit or Institutional Living Quarters (ILQ) where it can easily be seen or noticed; -Perform other census-related duties that may be assigned from time to time by the Supervisors	Php 491.00	2	Municipality of Enrique Villanueva	-Preferably a college graduate, or has completed at least senior high school (current curriculum) or second year college (old curriculum) in the absence of applicants who are college graduates; -Preferably college graduate or undergraduate of Agriculture or Fishery courses;	-Preferably with experience and training in census/survey undertakings of the PSA;	None required	None required	-Preferably knows how to use android mobile devices (tablets, smartphones); -With legible handwriting (preferably in printed capital letters); -Able to speak the local dialect; -Physically fit for field work (if female, must not be pregnant); -With good moral character; -With ability to deal with the public tactfully; -Preferably resident of the barangay/enumeration area (EA) or municipality when needed; -Preferably fully vaccinated (or received at least two doses of Covid-19 vaccine); -Willing to be assigned in any barangay; -Willing to work on Saturdays, Sundays and/or holidays and beyond 5:00 p.m., if necessary; and -With no existing work contract with other offices/agencies.
			4	Municipality of Larena					
			6	Municipality of Maria					
			15	Municipality of Lazi					
			11	Municipality of San Juan					
			16	Municipality of Siquijor					

***Nothing Follows**