

PHILIPPINE STATISTICS AUTHORITY
List of Vacant Positions for Philippine Statistics Authority-Regional Statistical Services Office -7 (PSA-RSS07)
 (Under Contract of Services Worker)
 Posting Period: **11 May 2023 to 22 May 2023**

	Position Title	SG	Daily wage	No. of Vacancies	Place of Assignment	Qualification Standards				Remarks
						Education	Experience	Training	Eligibility	
	Administrative Aide VI									
2	Main Function: 1. Coordination to the RSC and RLAs &Expanded MANCOM Agencies 2. Encoding and Editing of survey questionnaires 3. Preparation of various report and correspondence prepared by the supervisor 4. Reproduce survey forms and other admin forms 5. Facilitates documents for Signature both CRASD and SOCD 6. Perform other tasks assigned by the Immediate Supervisor and the Project Director.	6	Php920.56/DAY	2	RSSO 07-SOCD	Completion of 2 years of studies in college	Preferably with relevant work experience	Preferably with relevant training	Preferably with CS Professional/ First Level Eligibility	