

PHILIPPINE STATISTICS AUTHORITY
LIST OF VACANT POSITIONS WITH TWO MAJOR TASKS IN THE PHILSYS REGISTRY OFFICE (PRO)
AS OF 04 MAY 2021

POSITION TITLE	SG	NO. OF VACANCIES	PLACE OF ASSIGNMENT (Please see attached meaning of acronyms)	PLANTILLA ITEM NO.	QUALIFICATIONS STANDARDS				REMARKS
					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	
GRAND TOTAL		131							
Information Technology Officer III - Oversee the overall management of the certification of registration and authentication devices and the technical integration of Relying Parties to the PhilSys; and - Plan, organize, direct, coordinate and control programs, policies, standards, guidelines and systems relative to the conduct of conformance and certification services/studies in the division.	24	1	PRO-SISS-DCRPID	PSA-ITO3-81-2021	Master's Degree or Certificate in Leadership and Management from CSC	At least four (4) years of experience in position involving management and supervision	At least forty (40) hours of training in management and supervision	Career Service Professional/ Second Level Eligibility	Preferably Master's Degree in Engineering Courses; with background on ICT Security, Network, Applications Development or Database Management; with experience working on Open APIs, with trainings on Network Administration, Information System Security, Programming, Database Management, Operating Systems, etc. undertaken within the last 5 years Preferably with at least sixteen (16) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Information Technology Officer III - Facilitate and oversee the conduct of activities and programs on vulnerability assessment, risk management, and disaster recovery to ensure the compliance of the PhilSys to the Data Privacy Act and to other pertinent laws and standards on information and cybersecurity; and - Serve as the technical and administrative head of the division.	24	1	PRO-SISS-ICD	PSA-ITO3-82-2021	Master's Degree or Certificate in Leadership and Management from CSC	At least four (4) years of experience in position involving management and supervision	At least forty (40) hours of training in management and supervision	Career Service Professional/ Second Level Eligibility	Preferably Master's Degree in Engineering courses; with background on ICT Security, Network, Applications Development or Database Management, ICT Infrastructure and Information System; with training on Cybersecurity undertaken within the last 5 years Background in cybersecurity is an advantage Preferably with at least sixteen (16) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat

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<p>Registration Officer V</p> <p>- Lead, manage, and coordinate the activities of the division according to its mandate, functions and services, especially in fraud management on the establishment of identities and the authentication thereof in the PINSys registry, and</p> <p>- Lead the development and improvement of identity registration and authentication investigation processes and procedures for the continuous progress and effectiveness of the performance of the division.</p>	24	1	PRO-FMCMS-FMD	PSA-REG05-83-2021	Master's Degree or Certificate in Leadership and Management from CSC	With at least four (4) years of experience in position involving management and supervision	At least forty (40) hours of training in management and supervision	With at least CS Professional Second Level Eligibility	<p>Preferably Master's Degree in Criminology, Forensic Sciences, Laws or related field</p> <p>Preferably with at least sixteen (16) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>
<p>Information Technology Officer II</p> <p>- Assist the Chief in the discharge of the functions relative to the application and enforcement of the Philippine Identification System Act (RA. No. 11055), and</p> <p>- Develop plan for IT projects, determining factors such as project scope, specifications, costs, work plans, and materials.</p>	22	1	PRO-SISS-DCRPID	PSA-IT02-82-2021	Bachelor's degree relevant to the job	With at least three (3) years of relevant experience	With at least sixteen (16) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or related Computer Engineering courses; with background on IT project management and system/application development; with training in Network Administration, Information System Security, Linux, JSON, Programming, Database Integration and Management, Operating Systems, etc.</p> <p>Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>

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<p>Information Technology Officer II</p> <p>- Assist in the conduct of activities and programs on vulnerability assessment, risk management, and disaster recovery to ensure the compliance of the PhilSys to the Data Privacy Act and to other pertinent laws and standards on information and cybersecurity; and</p> <p>- Develop plan for VAPT, risk management, and disaster recovery such as project scope, specifications, costs, work plans, and materials.</p>	22	1	PRO-SISS-IJD	PSA-ITC2-83-2021	Bachelor's degree relevant to the job	With at least three (3) years of relevant experience	With at least sixteen (16) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or related Computer Engineering courses; with trainings in Cybersecurity, Information System Security, Linux, JSON files, Programming, Database Management, Operating Systems, etc; with background on cybersecurity and information management</p> <p>Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>
<p>Registration Officer IV</p> <p>- Facilitate the continuous development and implementation of the division's components on data governance and privacy framework, standards and policies, and conduct activities for the determination and assessment of risks; and</p> <p>- Conduct continuous environmental scanning and communicate the latest developments in fraud management and identity investigation technology, processes, and systems that will impact the operations of the division.</p>	22	1	PRO-FMCS-FMD	PSA-REGO4-84-2021	Bachelor's degree	With at least three (3) years of relevant experience	With at least sixteen (16) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's Degree in Criminology, Forensic Sciences, Laws or related field</p> <p>Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>

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					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	
<p>Information Technology Officer I</p> <p>- Prepare plans, programs and strategies for the development and implementation of information systems, server and network infrastructure, and technical support services of PHSys; and</p> <p>- Ensure availability of PHSys systems and infrastructure, development, testing, implementation, maintenance, and documentation of modules/programs, ICT processes, and standards for PHSys.</p>	19	3	PRO-SISS-ISMD	PSA-ITO1-51-2021 PSA-ITO1-52-2021 PSA-ITO1-53-2021	Bachelor's degree relevant to the job	With at least two (2) years of relevant experience	With at least eight (8) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or related Computer Engineering courses; with trainings in Network Administration, Information System Security, Programming, Database Management, Operating System, etc.; with background in JAVA language and Linux language/OS</p> <p>Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>
<p>Information Technology Officer I</p> <p>- Develop and formulate standards and procedures for the device certifications and relying party integration of PHSys; and</p> <p>- Provide technical assistance to the PHSys in the context of device certifications and relying parties integration including appropriate support.</p>	19	4	PRO-SISS-DCRPID	PSA-ITO1-54-2021 PSA-ITO1-55-2021 PSA-ITO1-56-2021 PSA-ITO1-57-2021	Bachelor's degree relevant to the job	With at least two (2) years of relevant experience	With at least eight (8) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or related Computer Engineering courses; with trainings in Network Administration, Information System Security, Linux, JSON, Programming, Database Integration and Management, Operating Systems, etc.; with background in JAVA language, JSON language and Linux language/OS and has experience working on Open APIs</p> <p>Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>

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Information Systems Analyst III - Analyze PhilSys ICT Enterprise Architecture, and - Prepare VAPT report and other compliance documents.	19	1	PRO-SISS-IJD	PSA-INFO3A3-84-2021	Bachelor's degree relevant to the job	With at least two (2) years of relevant experience	With at least eight (8) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably knowledgeable in cybersecurity and data privacy Preferably Bachelor's degree in Computer Science, Information Systems or related Computer Engineering courses; with trainings in cybersecurity and information security; with background on cybersecurity and information management Preferably with at least twelve (12) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Registration Officer III - Review and resolve cases of possible fraud in identity registration and authentication while supervising the day-to-day operations and performance of identity registration and authentication investigation activities; and - Lead the conduct of investigation on cases of possible identity fraud or misrepresentation and provide recommendations for the resolution thereof.	18	3	PRO-FMCMS-FMD	PSA-REGO3-23-2021 PSA-REGO3-24-2021 PSA-REGO3-25-2021	Bachelor's degree	With at least two (2) years of relevant experience	With at least eight (8) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Criminology, Forensic Sciences, Laws or related field Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Registration Officer III - Review and resolve cases of possible duplication in identity registration while supervising the day-to-day operations and performance of identity validation and investigation activities; and - Lead the conduct of investigation on cases of possible identity duplication or misrepresentation and provide recommendations for the resolution thereof.	18	2	PRO-ROIS-IJD	PSA-REGO3-21-2021 PSA-REGO3-22-2021	Bachelor's degree	With at least two (2) years of relevant experience	With at least eight (8) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat

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<p>Information Systems Analyst II</p> <p>- Lead in the formulation and preparation of information systems plans, ICT processes, ICT technical specifications for procurement, and implements plans, programs, and strategies for information systems, server and network infrastructure, and technical support services for PhilSys registration; and</p> <p>- Ensure high accessibility of PhilSys services/ISMD managed services to PRO internal and external clients.</p>	16	6	PRO-SISS-ISMD	PSA-INFOSA2-55-2021 PSA-INFOSA2-56-2021 PSA-INFOSA2-57-2021 PSA-INFOSA2-58-2021 PSA-INFOSA2-59-2021 PSA-INFOSA2-60-2021	Bachelor's degree relevant to the job	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses; background and trainings on JAVA Programming and Linux OS</p> <p>Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>
<p>Information Systems Analyst II</p> <p>- Collaborate with Use Cases Development and Management Service and other PhilSys counterparts as well as PhilSys relying parties in the preparation and development of User Specification Documents, Manuals, Modules/Programs, System Designs and Specifications that pertain to device certification and relying party integration; and</p> <p>- Provide technical support to Relying Party in the implementation of Authentication services.</p>	16	4	PRO-SISS-DCRPID	PSA-INFOSA2-61-2021 PSA-INFOSA2-62-2021 PSA-INFOSA2-63-2021 PSA-INFOSA2-64-2021	Bachelor's degree relevant to the job	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	<p>Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses; trainings in systems and design</p> <p>With knowledge in IT Project Scoping, management and deployment. Experience in manuals, policies and guidelines writing is a plus.</p> <p>Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat</p>

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Information Systems Analyst II - Develop plans and perform VAPT; and - Draft reports on the conduct of VAPT.	16	3	PRO-SISS-IJD	PSA-INFOA2-65-2021 PSA-INFOA2-66-2021 PSA-INFOA2-67-2021	Bachelor's degree relevant to the job	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses; background on conduct of VAPT; trainings in systems and design With knowledge in IT Project Scoping, management and deployment. Experience in manuals, policies and guidelines writing is a plus. Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Computer Maintenance Technologist II - Install and maintain a well-functioning and secured PhilSys network (LAN, WAN, etc.) and infrastructure (including PhilSys components); and - Prepare IT hardware and software technical specifications for procurement.	15	10	PRO-SISS-ISMD	PSA-CMT2-61-2021 PSA-CMT2-62-2021 PSA-CMT2-63-2021 PSA-CMT2-64-2021 PSA-CMT2-65-2021 PSA-CMT2-66-2021 PSA-CMT2-67-2021 PSA-CMT2-68-2021 PSA-CMT2-69-2021 PSA-CMT2-70-2021	Bachelor's degree relevant to the job	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Planning Officer II - Assist in the development of plans, programs, and activities related to PhilSys; and - Assist in the development of plans for sustainability and study for business continuity PhilSys project.	15	2	PRO-PCMS-PPCD	PSA-PL02-1-2021 PSA-PL02-2-2021	Bachelor's degree in Statistics, Mathematics, Economics, Development Studies, Sociology, or related field	With at least one (1) year of experience in preparing a project general plan, budget estimates, reports required by PSA Management and other government agencies, and other relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably knowledgeable of using Excel or other spreadsheet application, and Microsoft Project or other project monitoring application Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat

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<p>Registration Officer II</p> <ul style="list-style-type: none"> - Perform identity validation and deduplication through manual adjudication and manual verification over demographic and biometric information using technical solutions in the PhilSys back-end identity registration; and - Review the consistency of results of identity validation comprising manual adjudication and manual verification, and conduct further examination, analysis, and evaluation on the biometric and demographic data of the applicant against each matching candidate as needed. 	14	16	PRO-ROS-IVD	PSA-REGO2-15-2021 PSA-REGO2-16-2021 PSA-REGO2-17-2021 PSA-REGO2-18-2021 PSA-REGO2-19-2021 PSA-REGO2-20-2021 PSA-REGO2-21-2021 PSA-REGO2-22-2021 PSA-REGO2-23-2021 PSA-REGO2-24-2021 PSA-REGO2-25-2021 PSA-REGO2-26-2021 PSA-REGO2-27-2021 PSA-REGO2-28-2021 PSA-REGO2-29-2021 PSA-REGO2-30-2021	Bachelor's degree	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
<p>Registration Officer II</p> <ul style="list-style-type: none"> - Perform investigation, examination, and evaluation over registration cases with possible identity misrepresentation or fraud; and - Evaluates and resolves identity registration and authentication cases and make the necessary preparations for the elevation of such cases to the Legal Service as needed. 	14	4	PRO-FMCMS-FMD	PSA-REGO2-31-2021 PSA-REGO2-32-2021 PSA-REGO2-33-2021 PSA-REGO2-34-2021	Bachelor's degree	With at least one (1) year of relevant experience	With at least four (4) hours of relevant training	With at least CS Professional Second Level Eligibility	Preferably with at least eight (8) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
<p>Information Systems Analyst I</p> <ul style="list-style-type: none"> - Monitor and maintain SMD managed services/systems, including creation, maintenance, and updating of IT resources, network, and support accounts; and - Prepare PhilSys information systems plan, ISMD ICT technical documents, and procurement reports. 	12	7	PRO-SISS-ISMD	PSA-INFOSA1-63-2021 PSA-INFOSA1-64-2021 PSA-INFOSA1-65-2021 PSA-INFOSA1-66-2021 PSA-INFOSA1-67-2021 PSA-INFOSA1-68-2021 PSA-INFOSA1-69-2021	Bachelor's degree relevant to the job	None required	None required	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
<p>Information Systems Analyst I</p> <ul style="list-style-type: none"> - Assist in the device certification and relying party integration programs; and - Act as technical support to Relying Party in the implementation of Authentication services. 	12	4	PRO-SISS-DCRPID	PSA-INFOSA1-70-2021 PSA-INFOSA1-71-2021 PSA-INFOSA1-72-2021 PSA-INFOSA1-73-2021	Bachelor's degree relevant to the job	None required	None required	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat

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Information Systems Analyst I - Assist in the conduct of VAPT; and - Assist in drafting reports on the conduct of VAPT.	12	6	PRO-SISS-ICD	PSA-INFOSA1-74-2021 PSA-INFOSA1-75-2021 PSA-INFOSA1-76-2021 PSA-INFOSA1-77-2021 PSA-INFOSA1-79-2021 PSA-INFOSA1-79-2021	Bachelor's degree relevant to the job	None required	None required	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Computer Maintenance Technologist I - Provide technical helpdesk support to the PHISys implementation including technical support to field offices for the operations of registration client, network, and system operations; and - Set up, install, configure, maintain, and repair of PHISys ICT equipment and peripheral devices.	11	14	PRO-SISS-ISMD	PSA-CMT1-70-2021 PSA-CMT1-71-2021 PSA-CMT1-72-2021 PSA-CMT1-73-2021 PSA-CMT1-74-2021 PSA-CMT1-75-2021 PSA-CMT1-76-2021 PSA-CMT1-77-2021 PSA-CMT1-78-2021 PSA-CMT1-79-2021 PSA-CMT1-80-2021 PSA-CMT1-81-2021 PSA-CMT1-82-2021 PSA-CMT1-83-2021	Bachelor's degree relevant to the job	None required	None required	With at least CS Professional Second Level Eligibility	Preferably Bachelor's degree in Computer Science, Information Systems or IT related courses Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat

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Registration Officer I - Execute procedures related to identify validation using technical solutions provisioned through the biometric identification system and the demographic verification system; and - Evaluate and resolve cases of possible duplication in identify registration.	11	2	PRO-PCMS-PPCD	PSA-PL01-3-2021 PSA-PL01-4-2021	Bachelor's degree in Statistics, Mathematics, Economics, Development Studies, Sociology, or related field	None required	None required	With at least CS Professional Second Level Eligibility	Preferably knowledgeable of using Excel or other spreadsheet applications Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Registration Officer I - Execute procedures related to identify validation using technical solutions provisioned through the biometric identification system and the demographic verification system; and - Evaluate and resolve cases of possible duplication in identify registration.	10	28	PRO-ROS-IVD	PSA-REGO1-21-2021 PSA-REGO1-22-2021 PSA-REGO1-23-2021 PSA-REGO1-24-2021 PSA-REGO1-25-2021 PSA-REGO1-26-2021 PSA-REGO1-27-2021 PSA-REGO1-28-2021 PSA-REGO1-29-2021 PSA-REGO1-30-2021 PSA-REGO1-31-2021 PSA-REGO1-32-2021 PSA-REGO1-33-2021 PSA-REGO1-34-2021 PSA-REGO1-35-2021 PSA-REGO1-36-2021 PSA-REGO1-37-2021 PSA-REGO1-38-2021 PSA-REGO1-39-2021 PSA-REGO1-40-2021 PSA-REGO1-41-2021 PSA-REGO1-42-2021 PSA-REGO1-43-2021 PSA-REGO1-44-2021 PSA-REGO1-45-2021 PSA-REGO1-46-2021 PSA-REGO1-47-2021 PSA-REGO1-48-2021	Bachelor's degree	None required	None required	With at least CS Professional Second Level Eligibility	Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat
Registration Officer I - Assist the Registration Officer II in resolving cases with possible identify misrepresentation or fraud; and - Assist in the preparation of all required documentation and reports from the conduct of identify investigation and provide required technical support and assistance towards the achievement of division targets.	10	6	PRO-FMCMS-FMD	PSA-REGO1-49-2021 PSA-REGO1-50-2021 PSA-REGO1-51-2021 PSA-REGO1-52-2021 PSA-REGO1-53-2021 PSA-REGO1-54-2021	Bachelor's degree	None required	None required	With at least CS Professional Second Level Eligibility	Preferably with at least four (4) hours of procurement trainings or member of Technical Working Group on Bids and Awards or Secretariat