

PHILIPPINE STATISTICS AUTHORITY
 LIST OF VACANT CONTRACTUAL POSITIONS AT THE FIELD OFFICE
 POSTING PERIOD 27 JUN 2023 TO 12 JUL 2023

Reference No. 23FAS02-POV-FO-06-28

No.	POSITION TITLE (with major tasks/functions)	SG	NO. OF VACANCIES	PLACE OF ASSIGNMENT (Please see attached)	QUALIFICATIONS STANDARDS				REMARKS
					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	
TOTAL			3						
1	Registration Officer III - Oversees and manages the operations of registration centers within the province and continuously provide recommendation to improve efficiency of operations; - Leads and oversees the overall management of feedback and grievances in the province and establishment of the Provincial Grievance Committee; - Ensures the proper escalation, timely resolution, and monitoring of process and project grievances received in channels available in registration centers; - Coordinates closely with local project partners to discuss and resolve process compliance; - Provides recommendations to the PRO and the Provincial Statistical Offices on grievances received relating to PhilSys; and - Performs other tasks that might be assigned by the higher officials.	18	1	RSSO 03-CRASD	Bachelor's degree	2 years of relevant experience	8 hours of relevant training	Preferably Career Service Professional/ Second Level Eligibility	
2	Information Systems Analyst I - Handles the installation, configuration and implementation, and troubleshooting of the System; - Ensures the compliance to privacy and security standards upheld by the PhilSys across region; - Undertakes preparation of reports relating to the roll-out of the PhilSys-related systems/databases; and - Performs other tasks that might be assigned by the higher officials.	12	1	RSSO 12-SULTAN KUDARAT	Bachelor's degree relevant to the job	None required	None required	Preferably Career Service Professional/ Second Level Eligibility	
3	Information Officer I - Undertakes coordination with local project partners on localization of communication campaigns regarding the PhilSys; - Handles the documentation and resolution of feedback and grievances received at registration centers; - Undertakes information, education, and communication tasks for the roll-out of the PhilSys activities; and - Performs other tasks that might be assigned by the higher officials.	11	1	RSSO 11-DAVAO DEL NORTE	Bachelor's degree	None required	None required	Preferably Career Service Professional/ Second Level Eligibility	