

PHILIPPINE STATISTICS AUTHORITY
LIST OF VACANT POSITIONS - Contract of Service Workers
Posting Period: 18 APR 2024 to 28 APR 2024

NO.	POSITION TITLE (with major tasks/functions)	COMPARABLE SALARY GRADE	NO. OF VACANCIES	PLACE OF ASSIGNMENT	QUALIFICATIONS				COMPENSATION		REMARKS
					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	SALARY PER MONTH	(PLUS UP TO 20% PREMIUM)	
TOTAL			6								
1	Statistical Specialist I - Assist in the preparation of creative economy statistical reports; - Process and tabulate survey/admin-based data for creative economy; - Prepare worksheets and estimates for the creative economy satellite accounts; - Gather information as inputs for the preparation of creative economy report; - Prepares drafts of creative economy statistical reports; - Organize and update creative economy database; - Prepare data visualizations and other materials related to creative economy; and - Prepare comprehensive documentation reports detailing all activities and discussions throughout the Project.	13	1	SSO-MAS-SAD	Bachelor's degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	With at least one (1) year demonstrated ability in data analysis and project management, data visualization and statistical surveys and has working knowledge in Office software (e.g. spreadsheet, word processing and presentation)	With at least eight (8) hours training preferably on statistical methods, tools, project management, processes and/or other related field	Preferably with Career Service Professional/ Second Level Eligibility	Php 31,320.00	Php6,264.00	
2	Statistical Specialist I - Assist in the preparation of statistical reports/articles, memoranda, resolutions, letters and other official documents related to the output of the division; - Process datafiles and assist in the estimation of indicators; - Assist in coordinating with partner agencies, resource persons and members of PSA-coordinated committees; - Gather information as inputs for the preparation of reports; and - Monitor and respond to data inquiries.	13	2	SSO-SSSS-PHSD	Bachelor's degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	With at least one (1) year demonstrated ability in data analysis and project management, data visualization and statistical surveys and has working knowledge in Office software (e.g. spreadsheet, word processing and presentation)	With at least eight (8) hours training preferably on statistical methods, tools, project management, processes and/or other related field	Preferably with Career Service Professional/ Second Level Eligibility	Php 31,320.00	Php6,264.00	Preferably with previous employment in the field of statistics, mathematics, or with relevant experience in undertakings related to the statistical analyses; Proficient in Microsoft Office programs (e.g. Windows, Word, Excel, Powerpoint, and Publisher); Knowledge or background in any statistical software (e.g., CSpPro, Stata or R); Preferably with knowledge or proficiency in creative software/applications like Canva, Power BI, Adobe Photoshop etc.; Preferably with high analytical and written communication skills.
3	Statistical Specialist I - Organize the process documentation of projects/activities relative to survey; - Process and validate survey data including checking of completeness and consistency; - Analyze survey data results and assist in the preparation of draft statistical reports/articles, infographic materials and/or social media cards, letters and other official documents related to the output of the team/division; - Assist in the organization and maintenance of statistical data files/databases; and - Monitor and respond to data inquiries.	13	1	SSO-SSSS-DHSD	Bachelor's degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	With at least one (1) year demonstrated ability in data analysis and project management, data visualization and statistical surveys and has working knowledge in Office software (e.g. spreadsheet, word processing and presentation)	With at least eight (8) hours training preferably on statistical methods, tools, project management, processes and/or other related field	Preferably with Career Service Professional/ Second Level Eligibility	Php 31,320.00	Php6,264.00	Preferably with previous employment in the field of statistics, mathematics, or with relevant experience in undertakings related to the statistical analyses; Proficient in Microsoft Office programs (e.g. Windows, Word, Excel, Powerpoint, and Publisher); Knowledge or background in any statistical software (e.g., CSpPro, Stata or R); Preferably with knowledge or proficiency in creative software/applications like Canva, Power BI, Adobe Photoshop etc.; Preferably with high analytical and written communication skills.

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					EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	SALARY PER MONTH		(PLUS UP TO 20% PREMIUM)
4	Statistical Analyst - Collect and compile statistical data for creative economy; - Maintain the creative economy statistical data files; - Assist in the preparation of worksheets and estimates for the creative economy satellite account; - Gather information as inputs for the preparation of creative economy reports; - Assist in the organization and updating of creative economy databases; - Assist in the preparation of creative economy statistical reports; - Assist in the preparation of data visualizations and other materials related to creative economy; and - Assist in the preparation of comprehensive documentation reports detailing all activities and discussions throughout the Project.	11	1	SSO-MAS-SAD	Bachelor's degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	None required	None required	Preferably with Career Service Professional/ Second Level Eligibility	Php 27,000.00	Php 5,400.00	
5	Statistical Analyst - Process datafiles and assist in the estimation of indicators; - Assist in coordinating with partner agencies, resource persons and members of PSA-coordinated committees; - Gather information as inputs for the preparation of reports; and - Monitor and respond to data inquiries.	11	1	SSO-SSSS-PHDSD	Bachelor's degree preferably in Statistics, Mathematics, Economics, Engineering, Computer Science, Sociology or other related courses	None required	None required	Preferably with Career Service Professional/ Second Level Eligibility	Php 27,000.00	Php 5,400.00	Proficient in Microsoft Office programs (e.g. Windows, Word, Excel, Powerpoint, and Publisher); Knowledge or background in any statistical software (e.g., CSPRO, SPSS, Stata, EViews or R); Preferably with knowledge or proficiency in creative software/applications like Canva, Power BI, Adobe Photoshop, etc.; Preferably with high analytical and written communication skills.

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