



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

**CALL FOR INTENT/APPLICATION FOR  
THIRD LEVEL POSITIONS**

Posting/Filing Period : 21 DEC 2022 to 05 JAN 2023

Where to File Applications : Applications are online:  
Please check our website at  
<https://hris.psa.gov.ph/CareerPortal>.

Please register your PSA Applicant  
Portal Account at  
<https://hris.psa.gov.ph/RegisterApplicant>

For inquiries : Telephone no. (02) 83748260  
Email the Secretariat at  
[nhrmps@psa.gov.ph](mailto:nhrmps@psa.gov.ph)

**A. Three (3) Deputy National Statisticians**

Station	1. Censuses and Technical Coordination Office - Office of the Deputy National Statistician (CTCO-ODNS)	2. PhilSys Registry Office - Office of the Deputy National Statistician (PRO-ODNS)	3. Sectoral Statistics Office - Office of the Deputy National Statistician (SSO-ODNS)
Item Number	PSA-DNS-5-2015	PSA-DNS-1-2018	PSA-DNS-6-2015
Position Title	Deputy National Statistician		
Nature of Appointment	Presidential Appointee		
Salary Grade	SG-29		
Salary per month	₱ 164,332.00 (First Step)		
<b>Qualification Standards</b>			
Education	Master's degree (strong preference is given to masters in the field of Statistics, Mathematics, Economics, Sociology, Management, and Demography)		
Training	Management Training; Training on Survey and Census Management/Operations	Management and Leadership Training	Management and Leadership Training; Training on Economic Surveys, National Accounts, and Maintenance of Economic and Social Accounts



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Experience	Five (5) years of supervisory/management experience
Eligibility	Preferably Career Executive Service Eligibility (CESE)/Career Service Executive (CSE)

**B. One (1) Director III**

Station	Office of the National Statistician-Planning and Management Service (ONS-PMS)
Item Number	PSA-DIR3-11-2015
Position Title	Director III
Nature of Appointment	Presidential Appointee
Salary Grade	SG-27
Salary per month	₱ 128,696.00 (First Step)
<b>Qualification Standards</b>	
Education	Master's degree (strong preference is given to masters in the field of Statistics, Mathematics, Economics, Sociology, Management, and Demography)
Training	Planning and Management Training
Experience	Three (3) years of supervisory experience
Eligibility	Preferably Career Executive Service Eligibility (CESE)/Career Service Executive (CSE)

Applicants are required to submit the following:

1. Scanned copy of signed **APPLICATION LETTER** stating the **specific position title** with **salary grade (SG)** level and **specific place of assignment** as posted. An applicant may apply for a maximum of two (2) positions in the same posting period; The application letter must be addressed to:

Dennis S. Mapa, Ph.D.  
Undersecretary  
National Statistician and Civil Registrar General

2. Scanned copy of duly accomplished and wet signed **PERSONAL DATA SHEET (PDS)** with recent ID picture taken within three (3) months prior to submission of application (CSC Form No. 212, Revised 2017); duly subscribed and sworn to before an authorized administering officer (refer to Guide to Filling Out the Personal Data Sheet or CSC MC No. 16, s. 2017); Any inaccurate information that affects the qualification of the applicant to the position applied for, i.e., accomplishment of Part III (Educational Background), Part IV (Civil Service Eligibility), Part V (Work Experience), and Part VII (Learning and Development (L&D) Interventions/Training Programs Attended), and absence of other substantial entries such as signature of the applicant on each page and



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signature of authorized person to administer the oath on page 4, which are not compliant with the said CSC MCs shall be grounds for exclusion from the recruitment process;

3. Scanned copy of signed **WORK EXPERIENCE SHEET** (CSC Form No. 212 – as Attachment);
4. Scanned copy of **AUTHENTICATED ELIGIBILITY** (CESE, CSE);
5. Scanned copy of **TRANSCRIPT OF RECORDS** and **DIPLOMA**;
6. Scanned copy of **CERTIFICATE/S OF TRAINING** participated within the last five (5) years relevant to the position applied for (if applicable);
7. Scanned copy of certified true copy of **INDIVIDUAL PERFORMANCE COMMITMENT REVIEW (IPCR)/OFFICE PERFORMANCE COMMITMENT REVIEW (OPCR)** or its equivalent for the last rating period (for applicants with work experience); and
8. Scanned copy of **AFFIDAVIT OF INFORMED CONSENT, WAIVER AND UNDERTAKING OF COMPLIANCE WITH THE MINIMUM QUALIFICATION STANDARDS AND REQUIREMENTS**.

***Additional instructions for strict compliance:***

1. The PSA reserves the right to suspend or terminate the hiring process for whatever reason or disqualify any and /or all applicants for failure to comply any of the forgoing requirements and instructions without incurring liabilities against any of the applicant/s.
2. Applicants must present the original copy of the documents/attachments to the Secretariat before the interview. Inability to present any of these documents will lead to automatic disqualification.
3. Application with incomplete attachments and/or incomplete information or signature within a particular attachment will not be considered.
4. Interviews of pre-qualified applicants will be conducted on such schedule as agreed upon by the members of Third Level Selection Board (TLSB)

The TLSB may employ teleconference/online interview or change the venue of the interview subject with one (1) day prior notice to the concerned applicant via email or through a phone call.

Approved:



**DENNIS S. MAPA, Ph.D.**

Undersecretary

National Statistician and Civil Registrar General