



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

Reference No.20FAS02-POV-09-05

**CALL FOR INTENT/APPLICATION  
FOR THIRD LEVEL POSITION IN THE  
PHILSYS REGISTRY OFFICE (PRO)**

Posting/Filing Period : 28 September to 19 October 2020

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) 8374-8260  
Email: [nhrmpsb@psa.gov.ph](mailto:nhrmpsb@psa.gov.ph) (Secretariat)

**A. One (1) Deputy National Statistician**

Station : Office of the Deputy National Statistician –  
PhilSys Registry Office

Position : Deputy National Statistician

Nature of  
Appointment : Presidential Appointee

Salary Grade : SG – 29

Salary per month : P 158,131.00 (First Step)



Management  
System  
ISO 9001:2015  
[www.tuv.com](http://www.tuv.com)  
ID 9108640991



PSA Complex, East Avenue, Diliman, Quezon City, Philippines 1101  
Telephone: (632) 938-5267  
[www.psa.gov.ph](http://www.psa.gov.ph)

Qualification Standards :

Education	:	Master's Degree (strong preference is given to masters in the field of statistics, mathematics, economics, sociology and demography)
Training	:	Management and Leadership Training
Experience	:	Relevant experience in management
Eligibility	:	At least Career Executive Service Eligibility (CESE) / Career Service Executive (CSE) or higher

Applicants are required to submit the following:

1. Scanned copy of signed **APPLICATION LETTER** stating the specific position title with salary grade (SG) level; The application letter must be addressed to:

Dr. Dennis S. Mapa  
Undersecretary  
National Statistician and Civil Registrar General

2. Scanned copy of duly accomplished **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.
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**;
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)** 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 TO 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 to two (2) days prior notice to the concerned applicants via email or through mobile/cellular phone.

Approved:



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

Undersecretary

National Statistician and Civil Registrar General