

PHILIPPINE STATISTICS AUTHORITY
LIST OF VACANT POSITIONS - Contract of Service Workers

Posting Period: **08 FEB 2022** to **11 FEB 2022**

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											
1	Statistical Specialist II - Assists in the formulation of survey instruments relative to the conduct of statistical activities including joint research projects with local and foreign statistical and research agencies; - Assists in the generation, compilation, consolidation and updating of statistics/indicators on the assigned subject matter; - Prepares draft statistical reports/articles, memoranda, resolutions, letters and other official documents related to the output of the team/division; - Assists in the preparation and implementation of the work and financial plan of the projects assigned to the team; - Assists in the monitoring and coordination of activities and deliverables of relevant interagency committees and technical working groups in the assigned subject matter; - Assists in the preparation of worksheets/templates, tabulations for the population projections, and review and validation of the worksheets/templates for consistency; - Serves as coordinator in surveys, researches, and interagency committees assigned to the division;	16	2	SSO-SSSS-DHSD	Graduate of Bachelor of Science in Statistics, Mathematics, Economics, Engineering, or other related fields	Preferably with at least two (2) years previous employment in the field of statistics, mathematics, or with relevant experience in undertakings related to the conduct of surveys Proficient in Microsoft Office programs (e.g., Windows, Word, Excel, Powerpoint, and Publisher);	Preferably with training in the fields of Statistics, Mathematics, Economics, demography Knowledge or background in any statistical softwares (e.g. CPro, SPSS, Stata, E-Views R Programming,) or Java software;	Preferably with Career Service (Professional)/ Second Level Eligibility	Php36,628.00	Php7,325.60	With high analytical and written communication skills; and With good moral character and a team player.
2	Statistical Analyst - Assists in the preparation and processing of survey data including checking of completeness and consistency; - Collects and compiles statistical and administrative data; - Organizes the process documentation of projects/activities relative to survey, and research conducted by the division; - Assists in gathering information as inputs for the preparation of survey instruments, population projections, and output reports; - Assists in the preparation of draft statistical reports/articles, preparation of worksheet/template for population projections, letters and other official documents related to the output of the team/division; - Assists in the organization and maintenance of statistical data files/databases of team/division; - Monitor and coordination on the submission of reports; and - Performs other official functions as may be directed by the immediate supervisor.	11	2	SSO-SSSS-DHSD	Graduate of Bachelor of Science in Statistics, Mathematics, Economics, Engineering, or other related fields;	Preferably with previous employment in the field of statistics, mathematics, or with relevant experience in undertakings related to the conduct of surveys; Proficient in Microsoft Office programs (e.g. Windows, Word, Excel, Powerpoint, and Publisher);	Knowledge or background in any statistical softwares (e.g. CPro, SPSS, Stata, E-Views R Programming,) or Java software;	Preferably with Career Service (Professional)/ Second Level Eligibility	Php23,877.00	Php4,775.40	Preferably with high analytical and written communication skills; and With good moral character and a team player.

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