IV. REGISTRATION OFFICER QUALIFICATION STANDARDS

- All Registration Officer to be hired are Contract of Service Workers (COSW)

PHILIPPINE STATISTICS AUTHORITY

List of Vacant Positions for PhilSys Registry Office (PRO)
(Under Contract of Services)

No	Position Title	Monthly Salary	Salary Grade	No. of Vacancies	Place of Assignment	Qualification Standards				Remarks
						Education	Experience	Training	Eligibility	
1	Registration Officer II (Operations coordinator)	26,494	SG 14	2	PSO Rizal, PSO Bataan	Bachelor's Degree relevant to the job	At least 1 year of relevant experience	With at least 8 hours of relevant training	Preferably with CS Professional/Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.
2	Administrative Assistant III	17,473	SG 9	2	PSO Rizal, PSO Bataan	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed
3	Registration Officer II	26,494	SG 14	55	PSO NCR 1-5,	Bachelor's Degree relevant to the job	At least 1 year of relevant experience	With at least 8 hours of relevant training	Preferably with CS Professional/Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.

4	Registration Officer II	26,494	SG 14	66	PSO Bulacan, PSO Tarlac, PSO Nueva Ecija, PSO Pampanga, PSO Bataan	Bachelor's Degree relevant to the job	At least 1 year of relevant experience	With at least 8 hours of relevant training	Preferably with CS Professional/Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.
5	Registration Officer II	26,494	SG 14	42	PSO Cavite, PSO Laguna, PSO Batangas, PSO Rizal	Bachelor's Degree relevant to the job	At least 1 year of relevant experience	With at least 8 hours of relevant training	Preferably with CS Professional/Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.
6	Registration Officer I (Data Encoder)	18,718	SG 10	275	PSO NCR 1-5,	Preferably Bachelor's Degree in Information Technology or any related course;	At least 6 months of relevant experience;		Preferably with CS Professional/ Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.
7	Registration Officer I (Data Encoder)	18,718	SG 10	330	PSO Bulacan, PSO Tarlac, PSO Nueva Ecija, PSO Pampanga, PSO Bataan	Preferably Bachelor's Degree in Information Technology or any related course;	At least 6 months of relevant experience;		Preferably with CS Professional/ Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.
8	Registration Officer I (Data Encoder)	18,718	SG 10	210	PSO Cavite, PSO Laguna, PSO Batangas, PSO Rizal	Preferably Bachelor's Degree in Information Technology or any related course;	At least 6 months of relevant experience;		Preferably with CS Professional/ Second Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed.

9	Administrative Assistant III	17,473	SG 9	55	PSO NCR 1-5,	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed
10	Administrative Assistant III	17,473	SG 9	66	PSO Bulacan, PSO Tarlac, PSO Nueva Ecija, PSO Pampanga, PSO Bataan	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed
11	Administrative Assistant III	17,437	SG 9	42	PSO Cavite, PSO Laguna, PSO Batangas, PSO Rizal	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed
12	Administrative Aide IV	12,647	SG 4	55	PSO NCR 1-5,	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed
13	Administrative Aide IV	12,647	SG 4	66	PSO Bulacan, PSO Tarlac, PSO Nueva Ecija, PSO Pampanga, PSO Bataan	Completion of 2 years of studies in college			Preferably with CS Subprofessional/First Level Eligibility	Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed

| 14 | Administrative Aide IV | 12,647 | SG 4 | 42 | PSO Cavite, PSO Laguna, PSO Batangas, PSO Rizal | Completion of 2 years of studies in college | | | Preferably with CS Subprofessional/First Level Eligibility | Able to speak the dialect dominant in the region/province where s/he will be assigned; and Willing to be assigned in another city/municipality for extended period, if needed |