



NOTICE OF HIRING 2022-09-003

Please be informed that Philippine Statistics Authority – Camiguin Provincial Statistical Office is in need of the following:

Position Title: **Step 2 Philippine Identification System (PhilSys) Personnel**

- **PhilSys Focal Person**
- **Registration Center Supervisor**
- **Registration Kit Operator**
- **Screeener**
- **Alternate Screeener**

Employment Status: **Contractual**

Basic requirements for the positions:

- Must be a college graduate;
- With no existing contract on the first day of the duty;
- Physically fit and able;
- With good moral character and a team player;
- Preferably not pregnant (for women)
- Willing to be assigned in any municipality in Camiguin
- Willing to work in Saturdays and holidays; and
- Willing to render overtime service, if necessary.

Additional Requirements:

PHILSYS FOCAL PERSON

- At least one (1) year of relevant experience (management);
- Computer literate with knowledge in basic troubleshooting;
- Preferably with CS Professional Eligibility;
- With good written and communication skills.

REGISTRATION CENTER SUPERVISOR

- Computer literate with knowledge in basic troubleshooting.

REGISTRATION KIT OPERATOR

- Must be a graduate of any computer related course;
- Computer literate with knowledge in basic troubleshooting.

Signed Application letter stating the position title in bold letters addressed to:

FRANCISCO C. GALAGAR, JR.

Chief Statistical Specialist
Philippine Statistics Authority
Burgoz corner Gomez St., Poblacion
Mambajao Camiguin

1. Fully accomplished Personal Data Sheet with recent passport-sized picture (CS Form 212, Revised 2017) which can be downloaded at www.csc.gov.ph
2. Transcript of Record (TOR)
3. Certificate of Employment and Training, if applicable

Deadline of submission is on **September 19, 2022.**

Approved for posting:

FRANCISCO C. GALAGAR JR.
Chief Statistical Specialist