



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

**CALL FOR INTENT/APPLICATION**

**Posting Date: 25 January to 07 February 2019**

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

Station : Office of the Deputy National Statistician -  
Philippine ID System

Position : Deputy National Statistician

Nature of  
Appointment : Presidential Appointee

Salary Grade : SG-29

Salary per month : P 155,030.00 (First Step)

**Qualification Standards:**

Education : Master's Degree appropriate to the position  
Experience : Relevant experience in management  
Training : Leadership Training  
Eligibility : Preferably Career Executive Service Eligibility (CESE)/  
Career Service Executive (CSE) or higher

**Applicants are required to submit the following:**

1. Application letter stating the specific position title with salary grade (SG) level and specific station. An applicant may apply for a maximum of two (2) positions regardless of occupational group;
2. Three (3) original copies 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 by an authorized administering officer;
3. Work Experience Sheet (CSC Form No. 212 – Attachment);
4. Photocopy of authenticated CESB Eligibility/Rank (if applicable);
5. Photocopy of PSA issued Birth Certificate;
6. Photocopy of PSA issued Marriage Certificate (if applicable);
7. Photocopy of Transcript of Record and Diploma;
8. Photocopy of Certificate/s of Training duly accredited by the CESB or CSC relevant to the position applied and participated within the last five (5) years;
9. Photocopy of Certification of Employment/Special Order/Position Description Form and/or such proof that would clearly indicate functions relevant to the position applied;
10. Certified copy of Office/Individual Performance Commitment Review (IPCR) or its equivalent for the last two (2) consecutive rating periods;

*SSB*



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



REPUBLIC OF THE PHILIPPINES  
**PHILIPPINE STATISTICS AUTHORITY**

11. Recent Statement of Assets, Liabilities and Net Worth (SALN) duly subscribed and sworn to by an authorized administering officer;
12. Drug Test Results taken within fifteen (15) days prior to submission of application;
13. Affidavit of Undertaking on compliance to Qualification Standards and the minimum required documents; and
14. Duly informed consent and waiver under oath for Data Privacy and for reference in evaluation processes and conduct of background investigation.

**Additional instructions for strict compliance:**

1. All applicants are required to submit their application addressed to:  
Dr. Lisa Grace S. Bersales  
Undersecretary  
National Statistician and Civil Registrar General

Thru: Human Resources Division  
Philippine Statistics Authority  
11<sup>th</sup> Floor, Cyberpod One Building  
Eton, Centris Complex  
Edsa corner Quezon Avenue, Diliman  
Quezon City, 1101

2. Applicants may submit personally or through courier.
3. Electronic filing of applications will not be accepted.
4. Applicants who sent application and documents through courier must submit, within three (3) calendar days from sending thereof, the return slip or tracking number receipt through email at [NHRMPSB@psa.gov.ph](mailto:NHRMPSB@psa.gov.ph).
5. One (1) set of application documents per position applied for must be submitted.
6. Application stating NO salary grade and specific place of assignment as posted will automatically be rejected.
7. The PSA reserves the right to suspend or terminate the hiring process for whatever reason or disqualify any and/or all of the applicants for failure to comply any of the forgoing requirements and instructions without incurring liabilities against any of the applicant/s.
8. Applicants must present the original copy of the documents/attachments in the application letter to the Secretariat before the interview. None presentation of any of these documents will automatically disqualify the applicant.
9. Application and documents submitted after the deadline on 07 February 2019 at 5:00 PM will not be accepted.
10. Application with incomplete required document/s including the required information or data therein will not be accepted.

Approved:



**LISA GRACE S. BERSALES, Ph.D.**

Undersecretary *cur*  
National Statistician and Civil Registrar General



Management System  
ISO 9001:2015



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)