

Call for Prospective Research Assistants for the NSCB Updating of the Small Area Estimates of Poverty
02 August 2011

- Vacant Position

Position Title:	Research Assistant
Number of Vacancies:	2
Work Duration:	6 months
Salary Grade:	16
Status Appointment:	Contractual/Project based
Education:	Bachelor's Degree relevant to the job, i.e., Statistics/Applied Statistics; Mathematics; Economics; and other related fields
Experience:	At least 1 year experience on the use of Stata software and other statistical softwares, processing of large data sets and regression modeling. Possession of technical writing skills and a master's degree or some graduate units in statistics or any related field is an advantage.
Training:	none required

Position Title:	Information Technology Officer I
Number of Vacancies:	1
Work Duration:	6 months
Salary Grade:	16
Status Appointment:	Contractual/Project based
Education:	Bachelor's degree relevant to the job, i.e., Computer Science/Information Technology; Statistics/Applied Statistics; Mathematics; Economics; or other related fields
Experience:	At least 1 year experience on the use of Stata software and other statistical softwares, processing of large data sets and regression modeling.
Training:	none required

- Please submit application letter to:

Emalyn P. Pineda
Human Resource and International Affairs Division (HRIAD)
National Statistical Coordination Board (NSCB)
5/F Midland Buendia Building
403 Sen. Gil Puyat Avenue
Makati City, Philippines
Telefax No.: (02) 890-9409

Together with:

1. Personal data sheet detailing the educational background, previous experience particularly on the use of, processing of large data sets, regression and modeling using Stata;
2. Latest 2 x 2 color picture
3. Copy of Official Transcript of Records
4. Copy of Diploma

in person at the above address or via regular mail: or email: ep.pineda@nscb.gov.ph on or before 17 August 2011. Application via fax at (02) 890-9409 are also accepted but must be limited to a) application letter; and b) resume/curriculum vitae, with all other requirements to follow via personal delivery, regular mail or email.

For inquiries, please call Cynthia/Emalyn of the HRIAD at telephone nos. (02) 8909409 or (02) 896 2226 or send an email to the above addresses.

Proposed Terms of Reference of the Research Assistants

The Research Assistants shall provide technical services relating to poverty estimation at lower geographic levels using small area estimation techniques.

Specifically, the Research Assistant shall perform the following functions:

1. Be responsible for the collection of secondary data, publications, and other reference materials for the development and estimation of the regression models for small area estimation;
2. Perform data cleaning, data processing, development and estimation of the regression models for small area estimation using the Stata software;
3. Lead in the analysis of results and poverty mapping, in coordination with the NSCB Poverty Team, NSCB Advisers and the Consultant;
4. Take the lead in the preparation, consolidation, and packaging of outputs and technical reports, and ensure their timely submission;
5. Coordinate and document workshops and meetings related to the study, including those with the NSCB Advisers and consultant;
6. Provide technical and administrative support in the implementation of the various activities of the study;
7. Coordinate and liaise with the Consultant; and
8. Perform other related functions as may be assigned by the Project Manager and Assistant Project Manager.

Proposed Terms of Reference of the Information Technology Officer

The Information Technology Officer shall provide technical services on information management relating to poverty estimation at lower geographic levels using the small area estimation method.

Specifically, the Information Technology Officer shall perform the following functions:

1. Be responsible for the collection of secondary data, publications, and other reference materials for the development and estimation of the regression models for small area estimation;
2. Provide assistance in the data cleaning, data processing, development and estimation of the regression models for small area estimation using the Stata software;
3. Lead in the data management/processing/analysis and on network administration, archiving and improvement of the system;
4. Provide assistance in the analysis of results and poverty mapping, in coordination with the NSCB Poverty Team, NSCB Advisers and the Consultant;
5. Coordinate and document workshops and meetings related to the study, including those with the NSCB Advisers and consultant;
6. Provide technical and administrative support in the implementation of the various activities of the study; and
7. Perform other related functions as may be assigned by the Project Manager and Assistant Project Manager.