

## NOTICE OF CONTRACT OF SERVICE VACANCY April 03, 2025

Position Title : **Two (2) Project Technical Assistants - Contract of Service**

Contract Duration : **Actual Start Date until June 30, 2025**

Salary : **PHP 41,305.20 per month**

Project : **PIDS-Department of Agriculture Project titled “Rice Industry Baseline Study to Support the Mid-term and End-term Evaluation of the Rice Competitiveness Enhancement Fund (RCEF) and the National Rice Program (NRP)”**

### Qualifications:

- Bachelor’s Degree in economics, development studies, social sciences, or any related fields;

### Scope of Work:

Under the guidance and technical oversight of a PIDS Research Fellow who serves as the Project Director, the Project Technical Assistant is expected to work with the Project Team and undertake the following tasks/activities:

For COS Worker 1:

1. Support the collection of necessary data for the background paper.
2. Collaborate with the Project Director and other team members in developing data collection instruments.
3. Assist in processing and analyzing datasets from primary and secondary data collection.
4. Other duties as may be assigned by the Project Director.

For COS Worker 2:

1. Conduct primary data collection such as focus group discussions and key informant interviews as necessary regarding government-supported interventions from RCEF and NRP.
2. Assist in the preparation of documents for coordinating fieldwork and other meetings with stakeholders.
3. Support the writing of reports and other deliverables for this and related projects.
4. Other duties as may be assigned by the Project Director.

### Requirements:

1. Application letter addressed to PIDS President



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2. Certificate of Civil Service Eligibility/ PRC  
- Optional
3. Performance Evaluation from the last rating period  
(if coming from another government agency)
4. Personal Data Sheet
5. PIDS Information Sheet
6. Training Certificates
7. Transcript of Records
8. Updated Resume/CV
9. Work Experience Sheet

Interested and qualified applicants may submit their requirements at <https://recruitment.pids.gov.ph/>. Incomplete documents will not be processed. Specific details related to this Contract of Service will be discussed during the interview.

**Deadline** : **April 10, 2025**