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INS/DG/DAF/SDRH/SPE/INH

**IMPLEMENTATION OF THE THIRD GENERAL CENSUS OF
ENTERPRISES (RGE-3)**

**CALL FOR APPLICATIONS FOR THE RECRUITMENT OF SEVEN HUNDRED
(700) ENUMERATORS ON FIXED-TERM CONTRACTS**

I. BACKGROUND AND JUSTIFICATION

The General Census of Enterprises (RGE) is a national statistical operation earmarked as a priority action in the National Strategy for the Development of Statistics (NSDS 2015-2020). This tool provides detailed information on economic units (down to the smallest) operating on the national territory, thus contributing to the preparation and monitoring-evaluation of development policies on entrepreneurship (NDS30, sectoral strategies, etc.). Two editions have already been conducted, the first in 2009 (RGE-1) and the second in 2016 (RGE-2).

The Government and its development partners are considering, through the NIS, to update the data by conducting the Third General Census of Enterprises (RGE-3).

To conduct this operation, the Director General of the NIS issues a call for applications to short-list 700 (seven hundred) enumerators, for fixed-term contracts.

II. JOB DESCRIPTION:

II.1 Purpose of the contract

The enumerator shall be responsible for conducting, with tablets, census operations of all economic units in the towns/quarters assigned to them.

II.2 Applicant profile

- Be of Cameroonian nationality;
- Hold at least a GCE A/L or any other equivalent diploma;
- Be free of any commitments;
- Be at least 21 and at most 40 years old on the date of signing of this call for applications;
- Be able to work independently, discreetly and confidentially;
- Have abilities for team and field work;
- Be ready to work in both rural and urban areas in all regions of Cameroon;
- Proven experience in computerised data collection would be an asset;
- Have a good knowledge of Information and Communication Technology (ICT);
- Be fully available for the duration of the contract.

II.3 Working language: English or French

II.4 Duration of contract: 02 months

III. HOW TO APPLY

Applications (stamped job application + detailed CV + certified true copy of the required diploma + certified copy of the national identity card + medical certificate) scanned in PDF format must be uploaded to the application via the link <http://151.236.37.239:8383/candidater> (no spaces between characters) no later than twenty (20) working days from the date of signing of this document, in accordance with the on-line application procedure below:

Step 1: Accessing the platform

To access the application, copy the link below into your browser's search bar: <http://151.236.37.239:8383/candidater>. Avoid using spaces between characters. Once on the platform, follow the steps below:

Step 2: Signing up

All users must have an account to apply for a job.

- Signing up (for all new users)

To sign up, click on the "Sign up" button on the far right of the menu bar. Follow the successive steps until the sign up form is validated.

Step 3: Account activation

You will receive an email once the sign up form has been validated. This email will contain a link that will redirect you to the application and a temporary password (you may change this temporary password in the required space) that you will need to use to activate your account.

Step 4: Signing in

To sign in, you need to enter your login details (e-mail and password).

When you sign in for the first time, you will be redirected to an information page where you will need to fill in your profile details.

Please note: This step will only be completed once on the application when you sign in to the platform for the first time. For future sign-ins, you will just need to enter your login details to access your session.

Step 5: Viewing vacancies

To view the various vacancies on the application, click on the "Applications" button on the right-hand side of the menu bar.

On the "Applications" page, you will see all the projects and positions advertised. For more detailed information on a vacancy, click on the "Apply" button below the RGE3-2023 project you are interested in. This will take you to the description of the project and vacancy.

Step 6: Submitting your application

Once you have consulted the details of a vacancy, if you wish to submit your application: Click on the "Continue" button at the top and bottom of the page. You will then be redirected to another page.

-Fill in the form on the next page and click on the "Apply" button at the bottom of the page to submit your application.

Please note: Fill in all mandatory fields to be able to click on the "Apply" button.

Step 7: Certifying application information

Once you have entered all the information and clicked on the "Apply" button, certify that the information you have entered is correct, then confirm.

Step 8: Application confirmation
You will receive an e-mail containing your receipt and confirming that your application has been sent to your e-mail address.

Step 9:
Paste a copy of the receipt on the envelope containing your paper application file and submit said file to the Regional Office in your place of residence.

Please note: (1) If you have any problems signing up on the platform, please contact the numbers below during working hours (7:30 am to 3:30 pm): 699540117, 674472514, 677311063, 677711251, 698401257.

Any incomplete application will be automatically rejected.

Copies to:

- DSE;
- All Regional Offices;
- CCR (publication Cameroon Tribune);
- Posting/Chrono.

DIRECTOR GENERAL
Joseph Dedou
