

REPUBLIC OF LIBERIA

LIBERIA INSTITUTE OF STATISTICS AND GEO-
INFORMATION SERVICES (LISGIS)

2005

NATIONAL CENSUS OF THE LIBERIAN CIVIL SERVANTS
(NCLCS)

QUESTIONNAIRE

SECTION 1: IDENTIFICATION AND INSTITUTIONAL PROFILE

1. Name of County: _____

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2. Name of District: _____

--	--
3. Name of Clan/Township: _____

--	--
4. Name of City/Town: _____

--	--
5. Name of Ministry/Agency: _____

--	--
6. Number of employees: _____

--	--	--

Male _____

--	--	--

Female: _____

--	--	--
7. Number of Departments: _____

--	--
8. Number of Bureau _____

--	--
9. Number of Divisions: _____

--	--
10. Numbers of Sections: _____

--	--
11. Number of Units: _____

--	--
12. Number of sub-offices: _____

--	--
13. Address of Ministry/Agency: _____

14. Telephone number: _____

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 or

--	--	--	--	--	--	--
15. Fax number: _____

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16. Name of Personnel Director: _____
17. Name and signature of Interviewer: _____ Date _____
18. Name and signature of Supervisor: _____ Date _____

SECTION 2: PERSONAL PROFILE OF EMPLOYEE:

1. Name of Ministry/Agency: _____
2. Name of County: _____
3. Name of District: _____
4. Name of Clan/Township: _____
5. Name of City/Town: _____
6. Personnel/ID No. _____ Payroll No. _____ Social Security No. _____
7. Name of employee: _____ 8. Sex: Male = 1, Female = 2
9. Date of birth:

DD		MM		YY			

 10. Age at last birthday:
11. County of birth:

03 = Bomi	12 = Grand Cape Mount	21 = Lofa	30 = Montserrado	39 = Sinoe
06 = Bong	15 = Grand Gedeh	24 = Margibi	33 = Nimba	42 = River Gee
09 = Grand Bassa	18 = Grand Kru	27 = Maryland	36 = River Cess	45 = Gbapolu
				50 = Outside Liberia
12. Marital Status:

1 = Never Married	4 = Separated
2 = Married	5 = Widow
3 = Divorced	6 = Living Together
13. Number of Dependents:
14. Which of these dialects do you speak fluently? **CIRCLE ONE OR MORE**

01 = Bassa	04 = Gbandi	07 = Grebo	10 = Kran	13 = Mende	16 = Via
02 = Belle	05 = Gio	08 = Kissi	11 = Kru	14 = Mandigo	17 = Others _____
03 = Dey	06 = Gola	09 = Kpelle	12 = Lorma	15 = Mano	18 = Don't know
15. Religious Affiliation:

1 = Christian	3 = Others
2 = Muslim	4 = No Religious affiliation
16. Disability

0 = No disability	3 = Amputated (arms or legs)
1 = Blind	4 = Multiple disability
2 = Deaf/dum	

SECTION 3: EDUCATIONAL PROFILE

- | | | | | | |
|----|-------------------------|-------------------|-------------------------|-------------|--|
| 1. | Highest grade completed | | | | |
| | 1 = None | 4 = College | 7 = Vocational training | 10 = Others | |
| | 2 = Jr. High | 5 = Graduate | 8 = Adult Literacy | | |
| | 3 = Sr. High | 6 = Post Graduate | 9 = Home Art | | |

If not 4, 5, 6 or 7 go to Q5

2. If 4, 5 or 6 state area of specialization _____

3. If vocational training, what was the highest grade completed before vocational training?

4. Area of specialization _____

5. Have you had any training on the Job? **Yes = 1, No = 2**
If No, Go to Section 4, Q9

6. If yes, how many job related trainings or workshops have you attended since your employment with this Ministry/Agency?

7. Where was the last training conducted? **Locally = 1, Abroad = 2**

8. How long was the last training?

DD		WK		MM	

9. Have you had any specialized training in line with your assignment since your employment with government? **Yes = 1, No = 2**

SECTION 4: EMPLOYMENT PROFILE

- | | |
|---|--|
| 1. Name of Department: _____ | 2. Name of Bureau: _____ |
| 3. Name of Division: _____ | 4. Name of Section: _____ |

5. Name of unit: _____ 	<table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="width: 15%;">DD</td> <td style="width: 15%;">MM</td> <td style="width: 70%;">YY</td> </tr> <tr> <td style="height: 30px;"></td> <td></td> <td></td> </tr> </table>	DD	MM	YY			
DD	MM	YY					

6. What date were you employed with this Ministry/Agency?	<table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="width: 15%; height: 30px;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> </table>							

7. What is the status of your employment? 1. = Full time 2. = Part time 3. = Contractual 4. = Special Project 5. = Vocation 6. = Provisional	7 = Probation Period <div style="border: 1px solid black; width: 40px; height: 40px; margin-left: auto; margin-top: 20px;"></div>
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8. How were you employed? 1 = Through Civil Service Agency 2 = Through this Ministry/Agency employment screening	3 = Through CPA or Peace process arrangement 4 = Through special recommendation 5 = Others(specify) _____ <div style="border: 1px solid black; width: 40px; height: 40px; margin-left: auto; margin-top: 20px;"></div>
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9. Have you ever worked with any government Ministry/Agency before this? **Yes = 1, No = 2**
If No, Go to Q11

10. If yes, how many government Ministries/Agencies have you worked for prior to your employment to this Ministry/Agency?

11. In what year did you start working with government?

12. What is your current position/title in this Ministry/Agency? _____

13. What is your occupation?

1 = Professional and Technical related worker

5 = Service worker

2 = Administrative and related worker

6 = Agriculture and Husbandry & Forestry worker,
Fisher man and Hunter

3 = Clerical and related worker

7 = Production, related worker & Transport
equipment operator

4 = Sale worker

8 = Other specify _____

14. Are you assigned in your area of discipline? **Yes = 1, No = 2**

15. What is your County of assignment?

Refer to Section 2, Q11 for county code

16. Do you have part time or full time job with:

1 = any other government institution

3 = All of the above

2 = any private institution?

4 = No

17. Have you been promoted since your employment with government? **Yes = 1, No = 2**

18. Are you satisfied with the condition of service in this Ministry/Agency? **Yes = 1, No = 2**

19. If No why?

1 = Low salary

2 = No incentive

3 = Poor working condition

4 = Poor working relationship

5 = All of the above

20. What is your monthly gross salary?

 .

21. What is your monthly net salary?

 .

22. Have you ever personally or jointly published an article or research report in line with your job or occupation? **Yes = 1, No = 2**

THANK YOU !!!!!!!!!