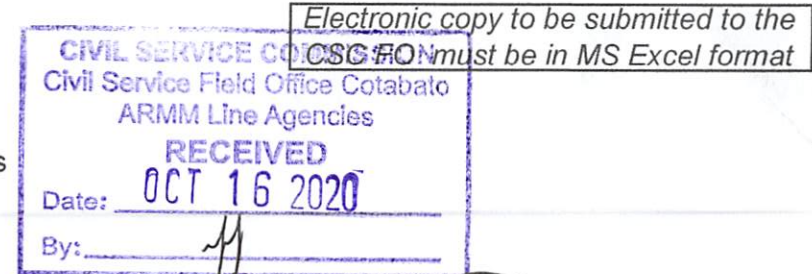


Republic of the Philippines
PHILIPPINE NATIONAL POLICE
Request for Publication of Vacant Positions



To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the PHILIPPINE NATIONAL POLICE in the CSC website:

PCOL CHRISTOPHER W PANAPAN

HRMO

Date: 16-Oct-20


No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Officer I (Supply Officer I)	ADOF1-98-2005	10	20219	Bachelor's degree relevant to the job	None required	None required	Career service (Professional) Second Level Eligibility	n/a	Provincial Headquarters, Lanao del Sur PPO, PRO BAR
2	Administrative Assistant III (Computer Operator II)	ADAS3-1594-2013	9	18763	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year relevant experience	Career service (Subprofessional) First Level Eligibility	n/a	Madamba MPS, Lanao del Sur, PRO BAR
3	Administrative Assistant I (Computer Operator I)	ADAS1-3155-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service (Subprofessional) First Level Eligibility	n/a	Lumbatan MPS, Lanao del Sur PPO

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4	Administrative Assistant I (Computer Operator I)	ADAS1-3174-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Mulondo MPS, Lanao del Sur, PRO BAR
5	Administrative Assistant I (Computer Operator I)	ADAS1-3180-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Picong MPS, Lanao del Sur PPO, PRO BAR
6	Administrative Assistant I (Computer Operator I)	ADAS1-3195-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Taraka MPS, Lanao del Sur PPO
7	Administrative Aide VI (Clerk III)	ADA6-982-2005	6	15524	Completion of two year studies in College or High School Graduate with relevant vocational/trade	4 hours of relevant training	1 year relevant experience	Relevant MC 11, s.1996 or Career Service (Subprofessional)/ First Level Eligibility	n/a	Provincial Headquarters, Lanao del Sur PPO, PRO BAR

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8	Administrative Aide V (Photographer I)	ADA5-173-2005	5	14641	High school graduate or completion of relevant vocational/ trade course	4 hours of relevant training	1 year relevant experience	Relevant MC 11, s.1996 or Career Service (Subprofessional)/ First Level Eligibility	n/a	Provincial Headquarters, Lanao del Sur PPO, PRO BAR
9	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1679-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	Bacolod-Kalawi MPS, Lanao del Sur PPO, PRO BAR
10	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1694-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	LumbacaUnayan MPS, Lanao del Sur PPO, PRO BAR
11	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1716-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	Tubaran MPS, Lanao del Sur PPO, PRO BAR

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12	Administrative Officer I (Supply Officer I)	ADOF1-96-2005	10	20219	Bachelor's degree relevant to the job	None required	None required	Career service(Professional) Second Level Eligibility	n/a	Provincial Headquarters, Maguindanao PPO
13	Administrative Assistant III (Computer Operator II)	ADAS3-1627-2013	9	18763	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	4 hours of relevant training	1 year relevant experience	Career service(Subprofessional) First Level Eligibility	n/a	Datu Saudi Ampatuan MPS, Maguindanao PPO, PRO BAR
14	Administrative Assistant I (Computer Operator I)	ADAS1-3212-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Datu abdullah Midtimbang MPS, Maguindanao PPO, PRO BAR
15	Administrative Assistant I (Computer Operator I)	ADAS1-3218-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Datu Odin Sinsuat MPS, Maguindanao PPO, PRO BAR

16	Administrative Assistant I (Computer Operator I)	ADAS1-3246-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Pagalungan MPS, Maguindanao PPO, PRO BAR
17	Administrative Assistant I (Computer Operator I)	ADAS1-3270-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Talitay MPS, Maguindanao PPO, PRO BAR
18	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1724-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	Datu Abdullah Sangki MPS, Maguindanao PPO, PRO BAR
19	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1725-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	Datu Abdullah Midtimbang MPS, Maguindanao PPO, PRO BAR

20	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1733- 2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013- CatII)	n/a	Datu Unsay MPS, Maguindanao PPO, PRO BAR
21	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1742- 2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013- CatII)	n/a	Pagalungan MPS, Maguindanao PPO, PRO BAR
22	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1745- 2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013- CatII)	n/a	Parang MPS, Maguindanao PPO, PRO BAR
23	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1754- 2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013- CatII)	n/a	Talitay MPS, Maguindanao PPO, PRO BAR

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24	Administrative Aide IV (Communication Equipment Operator I)	ADA4-1755-2013	4	13807	Completion of two years studies in College or High School Graduate with relevant vocational/trade course	None required	None required	(MC10,S2013-CatII)	n/a	Upi MPS, Maguindanao PPO, PRO BAR
25	Administrative Aide VI (Accounting Clerk II)	ADA6-722-2005	6	15524	Completion of two year studies in College or High School Graduate with relevant vocational/trade	4 hours of relevant training	1 year relevant experience	Relevant MC 11, s.1996 or Career Service (Subprofessional)/ First Level Eligibility	n/a	Regional Comptrollership Division, RHQ, PRO BAR
26	Administrative Aide IV (Clerk II)	ADA4-454-2005	4	13807	Completion of two (2) years studies in College	None required	None required	Career Service (Subprofessional)/First Level Eligibility	n/a	Regional Personnel and Records Management Division, RHQ, PRO BAR
27	Administrative Aide V (Carpenter II)	ADA5-128-2005	5	14641	Must be able to read and write/ Elementary School Graduate	4 hours of relevant training	1 year relevant experience	Relevant MC 11, s.1996 or Career Service (Subprofessional)/ First Level Eligibility	n/a	Regional Headquarters Support Division
28	Statistician I	STAT1-288-1998	11	22316	Bachelor's degree relevant to the job	None required	None required	Career service(Professional) Second Level Eligibility	n/a	City Headquarters, Cotabato City Police Office, PRO BAR

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29	Administrative Assistant I (Computer Operator I)	ADAS1-2923-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Police Station 2, Cotabato City Police Office, PRO BAR
30	Administrative Assistant I (Computer Operator I)	ADAS1-2925-2013	7	16458	Completion of two years studies in College or High School Graduate with relevant vocational/trade	None required	None required	Career service(Subprofessional) First Level Eligibility	n/a	Police Station 3, Cotabato City Police Office, PRO BAR
31	Administrative Aide VI (Communication Equipment Operator II)	ADA6-799-2005	6	15524	Completion of two years studies in College or High School Graduate with relevant vocational/trade	4 hours of relevant training	1 year relevant experience	Relevant MC 11, s.1996 or Career Service (Subprofessional)/ First Level Eligibility	n/a	City Headquarters, Cotabato City Police Office, PRO BAR

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than November 16, 2020.

- a) Letter of application -Address to the Chief, RPRMD (Attn: Chief, RSS) - Position title applied/Indicate your Education, Eligibility (if applicable and appropriate), relevant Training and relevant experience.
- b) Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at
- c) Transcript of Record and Diploma; (Authenticated with receipt)
- d) Certificate of Eligibility; (Authenticated with receipt);
- e) Certificate of Training (if required for the position); (Authenticated)
- f) Certificate of employment, if any
- g) NBI Clearance (1 Original and 1 authenticated copy with receipt)
- h) PSA Birth Certificate (original copies with receipt)
- i) PSA Marriage Certificate, if applicable (original copies with receipt)
- j) Attested Appointment (KSS Form BLG 33) of current position, if applicable; (Authenticated) and
- k) Individual Performance Evaluation Rating (IPER) for the last two semesters prior to the application; if applicable. (Authenticated)
- l) Two (2) Valid Identification Card for new applicants (Photocopy)

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QUALIFIED APPLICANTS are advised to hand in or send through courier their application to:

PCOL CHRISTOPHER W PANAPAN
Chief, RPRMD (Attn: Chief PPSS, RPRMD)
Camp BGen Salipada K Pendatun,
Parang, Maguindanao

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.