

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:

Date:

PSUPP-AUDIE L MADRIDEO
HRMO
March 5, 2019

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	Training Specialist I	TRNSP-219-98	11	20754	Bachelor's Degree	None required	None required	Career Service (Professional); Second Level Eligibility	N/A	Office of the Regional Personnel and Human Resource Development Division, Regional Headquarters
2	Administrative Aide VI (Data Controller I)	ADA6-570-2005	6	14847	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Office of the Regional Police Community Relations Division, Regional Headquarters
3	Statistician Aide	STATA-188-98	4	13214	Completion of two years studies in college	None required	None required	Career Service (Subprofessional); First Level Eligibility	N/A	Office of the Regional Investigation and Detection Management Division, Regional Headquarters
4	Administrative Aide I (Utility Worker I)	ADA1-266-2005	1	11068	Must be able to read and write	None required	None required	None Required (MC 10, s. 2013-Cat III)	N/A	Office of the Regional Personnel and Human Resource Development Division, Regional Headquarters
5	Administrative Aide VI (Clerk III)	ADA6-849-2005	6	14847	Completion of two years studies in college	None required	None required	Career Service (Subprofessional); First Level Eligibility	N/A	San Pablo City Police Station, Laguna Police Provincial Office
6	Administrative Aide IV (Clerk II)	ADA4-506-2005	4	13214	Completion of two years studies in college	None required	None required	Career Service (Subprofessional); First Level Eligibility	N/A	Provincial Headquarters, Rizal Police Provincial Office

7	Administrative Assistant I (Computer Operator I)	ADAS1-279-2005	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Laguna Provincial Headquarters, Laguna Police Provincial Office
8	Administrative Aide I (Utility Worker I)	ADA1-422-2005	1	11068	Must be able to read and write	None required	None required	None Required (MC 10, s. 2013-Cat III)	N/A	Cavite City Police Station, Cavite Police Provincial Office
9	Administrative Assistant I (Computer Operator I)	ADAS1-846-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Dasmariñas City Police Station, Cavite Police Provincial Office
10	Administrative Aide IV (Communications Equipment Operator I)	ADA4-492-2013	4	13214	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	(MC 10, s. 2013-Cat II)	N/A	Imus City Police Station, Cavite Police Provincial Office
11	Administrative Assistant I (Computer Operator I)	ADAS1-935-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Sta Cruz Municipal Police Station, Laguna Police Provincial Office
12	Administrative Assistant I (Computer Operator I)	ADAS1-902-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Los Baños City Police Station, Laguna Police Provincial Office
13	Administrative Assistant I (Computer Operator I)	ADAS1-905-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Luisiana Municipal Police Station, Laguna Police Provincial Office
14	Administrative Assistant I (Computer Operator I)	ADAS1-928-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	San Pablo City Police Station, Laguna Police Provincial Office
15	Administrative Aide IV (Communications Equipment Operator I)	ADA4-535-2013	4	13214	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	(MC 10, s. 2013-Cat II)	N/A	Sta Rosa City Police Station, Laguna Police Provincial Office
16	Administrative Assistant I (Computer Operator I)	ADAS1-768-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Agoncillo Municipal Police Station, Batangas Police Provincial Office
17	Administrative Assistant I (Computer Operator I)	ADAS1-804-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Nasugbu Municipal Police Station, Batangas Police Provincial Office

18	Administrative Assistant I (Computer Operator I)	ADAS1-830-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Taysan Municipal Police Station, Batangas Police Provincial Office
19	Administrative Assistant I (Computer Operator I)	ADAS1-832-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Tingloy Municipal Police Station, Batangas Police Provincial Office
20	Administrative Aide IV (Communications Equipment Operator I)	ADA4-459-2013	4	13214	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	(MC 10, s. 2013-Cat II)	N/A	Lemery Municipal Police Station, Batangas Police Provincial Office
21	Administrative Assistant I (Computer Operator I)	ADAS1-980-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Mauban Municipal Police Station, Quezon Police Provincial Office
22	Administrative Assistant I (Computer Operator I)	ADAS1-983-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Mulanay Municipal Police Station, Quezon Police Provincial Office
23	Administrative Assistant I (Computer Operator I)	ADAS1-937-2013	7	15738	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Career Service (Subprofessional); First Level Eligibility; (MC 11, s. 1996-Cat I)	N/A	Sia Maria Municipal Police Station, Laguna Police Provincial Office

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 March 25, 2019.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating in the last rating period (if applicable);
3. Photocopy of certificate of eligibility/rating/license;
4. Photocopy of Transcript of Records;
5. Photocopy of Latest Appointment (if applicable);
6. Photocopy of Certificate of Training (if applicable);
7. Photocopy of Certificate of Employment/Designation (if applicable); and
8. Photocopy of Certificate of Recognition, Awards and Commendations (if applicable)

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

PSUPT AUDIE L MADRIDEO

Acting Chief, Regional Personnel and Human Resource Development Division

Camp Bgen Vicente P Lim, Calamba City

psupt@rphd.dagupit.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.