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Republic of the Philippines  
**NATIONAL POLICE COMMISSION**  
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 NATIONAL POLICE COMMISSION in the CSC website:

**JONEE L. BAGASLAO**  
**HRMO**

Date: April 16, 2024

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 applicable (if applicable)	
1	Attorney V	NAPOLCOMB-ATY5-122-2010	25	102,690.00	Bachelor of Laws	40 hours of supervisory/ management learning and development intervention	4 years of supervisory/ management experience	RA 1080	<ul style="list-style-type: none"> <li>- Building Collaborative and Inclusive Relationships</li> <li>- Nurturing A High Performing Organization</li> <li>- Performance Management and Coaching for Results</li> <li>- Thinking Strategically and Creatively</li> <li>- Leading Change</li> <li>- Problem Solving and Decision Making</li> <li>- Planning</li> <li>- PNP Inspection and Management Audit</li> <li>- Legal Acumen and Expertise</li> <li>- Police Benefits Administration and Management</li> <li>- Project Management</li> <li>- Investigation</li> </ul>	Technical Services Division, NAPOLCOM Regional Office XI

2	Attorney V	NAPOLCOMB-ATY5-119-2010	25	102 690 00	Bachelor of Laws	16 hours of relevant training	3 years relevant experience	RA 1080	<ul style="list-style-type: none"> <li>- Integrity and Accountability</li> <li>- Professionalism</li> <li>- Service Excellence</li> <li>- Working With Others</li> <li>- Adaptability and Flexibility</li> <li>- Building Collaborative and Inclusive Relationships</li> <li>- Presenting and Communicating Information</li> <li>- Stakeholder Management</li> <li>- Investigation</li> <li>- Legal Acumen and Expertise</li> <li>- Police Benefits Administration and Management</li> <li>- Policy Literacy</li> </ul>	Office of the Regional Director, NAPOLCOM Regional Office XI
3	Administrative Assistant V	NAPOLCOMB-ADAS5-36-2005	11	27.000 00	Completion of two-year studies in College or High School Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service Sub-Professional/ First Level eligibility	<ul style="list-style-type: none"> <li>- Integrity and Accountability</li> <li>- Professionalism</li> <li>- Service Excellence</li> <li>- Working With Others</li> <li>- Computer Literacy</li> <li>- Records Management</li> <li>- Writing and Reporting</li> <li>- Legal Acumen and Expertise</li> <li>- Policy Literacy</li> </ul>	Office of the Regional Appellate Board, NAPOLCOM Regional Office XI

This office highly encourages all interested and qualified applicants, including persons with disability (PWD), members of indigenous communities, and those with diverse sexual orientation, gender identity and expression (SOGIE), to apply. 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 May 3, 2024.

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](http://www.csc.gov.ph);
2. Work Experience Sheet (Attachement to QS Form No. 212);
3. Performance rating **in the last rating period** (if applicable);
4. Authenticated copy of certificate of eligibility/rating/license; and
5. Photocopy of Transcript of Records.

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

**MA. TERESA E. TUBURAN-PACUDAN, CESO IV**

Regional Director

2F COPE Building, CM Recto St., Davao City

[napolcom.ro11@gmail.com](mailto:napolcom.ro11@gmail.com)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**