



Republic of the Philippines
NATIONAL POLICE COMMISSION
National Capital Region
4th & 5th Floors, NAPOLCOM Bldg.
371 Sen. Gil J. Puyat Avenue, Makati City
Tel. Nos. 8882-1185 / 8882-1190
Telefax Nos. 8882-1184 / 8882-1187 / 8882-1180
Email Address: napolcom_ncr@yahoo.com



August 22, 2023

Director JOSEPHMAR B. GIL
Staff Service Chief
Personnel and Administrative Service
14th FLR. DILG-NAPOLCOM Center
NAPOLCOM Building
EDSA, Corner Quezon Avenue
West Triangle, Quezon City

Dear **Dir. Gil**:

The National Police Commission-National Capital Region (NAPOLCOM-NCR) would like to request your good office for the publication of vacant position listed below in the NAPOLCOM website:

Office of the Regional Director, NAPOLCOM-NCR

<i>Position</i>	:	Attorney V, SG-25
<i>Item No.</i>	:	NAPOLCOMB-ATY5-54-2010
<i>Education</i>	:	Bachelor of Laws
<i>Experience</i>	:	Three (3) years of relevant experience
<i>Training</i>	:	Sixteen (16) hours of relevant training
<i>Eligibility</i>	:	R.A. 1080/BAR

Interested and qualified applicants shall submit the following documents thru email at napolcomncr_admdiv@yahoo.com:

1. Fully accomplished Personal Data Sheet (PDS), with recent passport-sized picture (CSC Form 212 Revised 2017) with **Work Experience Sheet (WES)** which can be downloaded at www.csc.gov.ph.
2. Application letter indicating the position applied for;
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license;
5. Photocopy of Transcript of Records (TOR) and Diploma;
6. Photocopy of Certificate of Trainings; (if any)
7. Photocopy of Certificate of Work Experience; (if any)
8. Birth Certificate/Marriage contract (PSA)
9. NBI Clearance.

"Ang bayang may katabimikan ay bayang may kaunlaran"

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.

CLOSING DATE: September 2, 2023

Thank you and warm regards.

Certified correct:


MR. MANDY S. ESPIRITU
Chief, HRMS

Noted by:


BABY AURORA S. VERZOSA
OIC, Administrative Division

Approved by:


DIR. FERDINAND R. QUIRANTE, MBA
Assistant Regional Director

"Ang bayang may katabimikan ay bayang may kaunlaran"

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

CSCFO-DILG
RECEIVED

Electronic copy to be submitted to the CSC
must be in MS Excel format

ANNA LIZA S. CREDO
Human Resource Specialist I

Date: AUG 23 2023
Time: _____

DIR. FERDINAND R. QUIRANTE, MBA
Assistant Regional Director

Date: 22-Aug-23

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.

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignm
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Attorney V	NAPOLCOMB-ATY5-54- 2010	25	102690	Bachelor of Laws	16 hours of relevant training	3 years of relevant experience	RA 1080	N/A	National Polic Commission-Nati Capital Region

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 **September 2, 2023**

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) with **Work Experience Sheet (WES)** which can be downloaded at www.csc.gov.ph;
2. Application letter indicating the position applied for;
3. Performance rating **in the last rating period** (if applicable);
4. Photocopy of certificate of eligibility/rating/license;
5. Photocopy of Transcript of Records (TOR) and Diploma;
6. Photocopies of Certificate of Trainings, (if any)
7. Photocopy of Certificate of Work Experience; (if any)
8. Birth Certificate/Marriage Contract (PSA); and
9. NBI Clearance.

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

DIR. FERDINAND R. QUIRANTE, MBA
Assistant Regional Director
5th Floor, NAPOLCOM-NCR Bldg. 371 Sen. Gil Puyat Avenue,
Makati City
Napolcomncr_admdiv@yahoo.com

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.