

Republic of the Philippines
MINISTRY OF PUBLIC ORDER AND SAFETY
Request for Publication of Vacant Positions

Electronic copy to be submitted to the CSC FO must be in MS Excel format
CSC BARMM FIELD OFFICE COTABATO CITY
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To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MINISTRY OF PUBLIC ORDER AND SAFETY in the CSC website:

[Signature]
RONNA FARIDA M. BUISAN
HRMO

Date: 3-Feb-25

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	Community Affairs Officer III	BARMM-CAO3-0002-2020	18	51304	Bachelor's degree	8 hours of relevant training	2 years of relevant experience	Career Service (Professional) Second Level Eligibility		MPOS-BARMM, Alternative Dispute Resolution Division
2	Administrative Officer III (Records Officer II)	BARMM-ADOF3-0162-2020	14	37024	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		MPOS-BARMM, Archives and Records Section

3	Administrative Officer III (Supply Officer II)	BARMM-ADOF3-0163-2020	14	37024	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		MPOS-BARMM, Supply Section
4	Administrative Officer III	BARMM-ADOF3-0164-2020	14	37024	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility		MPOS-BARMM, Procurement Section

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 February 13, 2025.

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; and
4. Photocopy of Transcript of Records.

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

HUSSEIN P. MUÑOZ
Minister
[1st floor, Givfrell building, Governor](#)
[Gutierrez , Cotabato City](#)

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.