



Republic of the Philippines  
Department of the Interior and Local Government  
**PHILIPPINE PUBLIC SAFETY COLLEGE**



**ADVISORY**

February 03, 2016

**THE FOLLOWING VACANT PLANTILLA POSITIONS ARE AVAILABLE FOR POSSIBLE FILLING-UP:**

Position Title	SG	Unique Item No.	Office Assignment	Qualifications
1. Senior Education Program Specialist	19	PPSCB-SREPS-5-1998	<b>National Police College</b> , Silang, Cavite	<ul style="list-style-type: none"> <li>Bachelor's Degree relevant to the job.</li> <li>Two (2) years of relevant experience.</li> <li>Eight (8) hours of relevant training.</li> <li>Career Service (Professional) 2nd Level Eligibility</li> <li>Preferably knowledgeable in Research and with Computer skills</li> </ul>
2. Guidance Services Specialist I	16	PPSCB-GSS1-1-1998	<b>National Police College</b> , Silang, Cavite	<ul style="list-style-type: none"> <li>Bachelor's Degree in Guidance and Counseling or in any allied discipline.</li> <li>One (1) year of relevant experience.</li> <li>Four (4) hours of relevant training.</li> <li>Ra 1080 (Guidance Counselor).</li> <li>Preferably knowledgeable in Research and with Computer skills.</li> </ul>
3. Training Specialist I	11	PPSCB-TRNSP1-19-1998	<b>National Police Training Institute</b> , Camp Vicente Lim, Calamba City	<ul style="list-style-type: none"> <li>Bachelor's Degree.</li> <li>None Required.</li> <li>None Required.</li> <li>Career Service (Professional) 2nd Level Eligibility <b>Preferably PBET/LET</b></li> <li>Preferably knowledgeable in Research and with Computer skills</li> </ul>
4. Training Specialist I	11	PPSCB-TRNSP1-21-1998	<b>National Capital Region Training Center</b> , Camp Bagong Diwa, Bicutan, Taguig City	<ul style="list-style-type: none"> <li>Bachelor's Degree.</li> <li>None Required.</li> <li>None Required.</li> <li>Career Service (Professional) 2nd Level Eligibility <b>Preferably PBET/LET</b></li> <li>Preferably knowledgeable in Research and with Computer skills</li> </ul>
5. Training Specialist I	11	PPSCB-TRNSP1-43-1998	<b>Regional Training Center 1</b> , Aringay, La Union	<ul style="list-style-type: none"> <li>Bachelor's Degree.</li> <li>None Required.</li> <li>None Required.</li> <li>Career Service (Professional) 2nd Level Eligibility <b>Preferably PBET/LET</b></li> <li>Preferably knowledgeable in Research and with Computer skills</li> </ul>
6. Training Specialist I	11	PPSCB-TRNSP1-11-1998 PPSCB-TRNSP1-60-1998	<b>Regional Training Center 3</b> , Sto Niño, Magalang, Pampanga	<ul style="list-style-type: none"> <li>Bachelor's Degree.</li> <li>None Required.</li> <li>None Required.</li> <li>Career Service (Professional) 2nd Level Eligibility <b>Preferably PBET/LET</b></li> <li>Preferably knowledgeable in Research and with Computer skills</li> </ul>

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7. Administrative Aide IV	4	PPSCB-ADA4-7-2005	<b>Office of the President, PPSC Head Office, Quezon City</b>	<ul style="list-style-type: none"> <li>• Completion of two (2) years Studies in College</li> <li>• None Required.</li> <li>• None Required.</li> <li>• Career Service (Sub-Professional) 1<sup>st</sup> Level Eligibility.</li> <li>• Preferably with Computer skills</li> </ul>
8. Administrative Aide IV	4	PPSCB-ADA4-14-2005	<b>Philippine National Police Academy, Silang, Cavite</b>	<ul style="list-style-type: none"> <li>• Completion of two (2) years Studies in College</li> <li>• None Required.</li> <li>• None Required.</li> <li>• Career Service (Sub-Professional) 1<sup>st</sup> Level Eligibility.</li> <li>• Preferably with Computer skills</li> </ul>
9. Administrative Aide IV	4	PPSCB-ADA4-18-2005 PPSCB-ADA4-20-2005	<b>National Jail Management Penology and Training Institute, Camp Vicente Lim, Calamba City</b>	<ul style="list-style-type: none"> <li>• Completion of two (2) years Studies in College</li> <li>• None Required.</li> <li>• None Required.</li> <li>• Career Service (Sub-Professional) 1<sup>st</sup> Level Eligibility.</li> <li>• Preferably with Computer skills</li> </ul>

All interested individuals may submit their application letter, **specifying the position being applied for**, addressed to the President, PPSC (Attention: Personnel and Records Section, Administrative Division, 505 Al-fer Building, Barangay Bagong Lipunan, EDSA, Quezon City /ppsc\_prms@yahoo.com).

Please enclose in your application letter the following documents:

- Updated Personal Data Sheet (CSC Form 212)
- Certified True Copy of Certificate of Eligibility.
- Certified True Copy of Transcript of Records.
- Other pertinent documents.
- For other information please visit PPSC Website [www.ppsc.gov.ph](http://www.ppsc.gov.ph)

**Deadline for the submission of Application Letter/Documents shall be on  
12 February 2016, 5:00 p.m.**

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