



## PUBLIC SERVICES COMMISSION

### EXTERNAL ADVERTISEMENT NO. 01/2025

The Public Services Commission is an independent constitutional office established by Section 190 of the National Constitution. It is mandated under Section 191 of the National Constitution and Sections 18 and 19 of the Public Service (Management) Act 1995 (as amended) to review personnel matters within the Public Service and review organizational matters relating to all Public Service Departments. It also provides advice and recommendations to National Executive Council on appointments, suspension and revocation of Departmental Heads, Provincial Administrators, Chief Executive Officers and ex-officio members of Regulatory Statutory Authorities.

In order to fully and successfully accomplish such very important role, the Commission urgently requires appropriately qualified personnel with high level of commitment and dedication. If you are such person, NOW is your opportunity to apply and prove your worth.

Position No:	Designation:	Classification:	Base Salary per annum:
<b>Executive Division:</b>			
COMEX 003	Personal Assistant	12	K40,324
<b>National Review Division:</b>			
COMNR 002	Principal Review Officer (Discipline)	16	K56,172 + other allowance
COMNR 007	Review Officer (Selection)	12	K40,324 + other allowance
COMNR 010	Review Officer (Terms & Condition)	12	K40,324 + other allowance
<b>Provincial Review Division:</b>			
COMPR 001	Director Provincial Review	18	K73,138 + other allowance
COMPR 004	Review Officer (Discipline)	12	K40,324 + other allowance
COMPR 006	Senior Review Officer (Selection)	14	K46,696 + other allowance
COMPR 007	Review Officer (Selection)	12	K40,324 + other allowance
<b>Investigation Division:</b>			
COMI 003	Senior Investigator	14	K46,696 + other allowance
COMI 004	Investigator	12	K40,324 + other allowance
COMI 006	Senior Investigator	14	K46,696 + other allowance
COMI 007	Investigator	12	K40,324 + other allowance
<b>Legal, Advisory &amp; Litigation Division:</b>			
COML 001	Director Legal	18	K73,138 + other allowances
COML 002	Principal Legal Advisor	16	K56,172 + other allowance
COML 005	Principal Legal Officer	16	K56,172 + other allowance
<b>Assessment Division:</b>			
COMA 002	Principal Assessment Officer (Nat Depts)	16	K56,172 + other allowance
COMA 003	Senior Assessment Officer (Nat)	14	K46,696 + other allowance
COMA 006	Senior Assessment Officer (Prov)	14	K46,696 + other allowance
COMA 009	Senior Assessment Officer (Stat)	14	K46,696 + other allowance
<b>Corporate Services Division:</b>			
COMCS 001	Director Corporate Services	17	K64,362 + other allowance
COMCS 002	Manager HRM	16	K56,172 + other allowance
COMCS 008	Examining Officer	12	K40,324 + other allowance
COMCS 009	Travel & Purchasing Officer	10	K32,404, + other allowance
COMCS 012	Network Administrator	14	K46,696 + other allowance
COMCS 013	IT Support Service Officer	12	K40,324 + other allowance
COMCS 014	Help desk Officer	10	K32,404 + other allowance
COMCS 016	Snr Media & Publication Officer	14	K46,696 + other allowance
COMCS 017	Assistant Media & Publication Officer	12	K40,324 + other allowance
COMCS 018	Internal Auditor	15	K51,050 + other allowance
COMCS 019	Registry Clerk	12	K40,324
COMCS 023	Driver	06	K21,498
COMCS 024	Security Officer	05	K19,643
COMCS 027	Cleaner/Office Attendant	05	K19,643

Details and Job Descriptions for the above position can be obtained at, Ground Floor, **Public Services Commission Office, Spring Garden Road**, or by contacting the Human Resources Branch on phone: 3229060 / 3229056 or email: [recruitment@psc.gov.pg](mailto:recruitment@psc.gov.pg).

All applications with all relevant supporting references and certificates must be submitted in **THREE COPIES** to:

The Secretary  
Public Services Commission  
PO Box 2355  
**BOROKO**  
National Capital District

**ATTENTION: Human Resource Branch**

*Any application submitted without three copies and evidence of educational qualifications will be rejected automatically upon receipt.*

All applications close at 4:06 pm on **30.04.2025**