



Office of the President of the Philippines
Office of the Presidential Adviser on the Peace Process

NOTICE OF VACANCY

The Office of the Presidential Adviser on the Peace Process, mandated to implement and supervise the government's comprehensive peace process, is looking for additional staff who will work for a just and lasting peace. You may be who we are looking for!

Hiring Unit / Division	Cotabato Operations Office
Position / Job Title	PEACE PROGRAM OFFICER V (Division Chief Officer)
Salary Grade	SG 24
Position Item / Job Status	Plantilla
Place of Assignment	Cotabato City
Minimum Qualification Standard (QS)	<ul style="list-style-type: none"> • Master's Degree relevant to the job • Four (4) Years relevant experience in position involving management and supervision • Twenty-four (24) Hours relevant training
Job Objective:	To provide locally-based technical, financial, and administrative support to the programs, projects and activities of the Government Implementing Panel for the GPH-MILF Peace Accord, ceasefire mechanisms, normalization bodies and other ad hoc mechanisms in the Bangsamoro created by OPAPP and/or the Implementing Panels; and exercise direct supervision on the support provided by the Government to the International Monitoring Team (IMT) and the Independent Decommissioning Body (IDB).
Job Description:	<ol style="list-style-type: none"> 1. Provides support to the Director of the OPAPP Cotabato Operations Office in the provision of technical, administrative and financial requirements of the Panel on the ground as well as the Normalization bodies, ceasefire mechanisms and other ad hoc mechanisms in created under the Comprehensive Agreement on the Bangsamoro; 2. Assists the Director IV in the management of the unit and represents the Cotabato Operations Office in the absence of the Director IV. 3. Undertakes studies and research in support of the GPH Implementing Panel and normalization bodies. 4. Provides support in the conduct of consultations of the GPH



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	<ol style="list-style-type: none">5. Panel and normalization bodies.6. Maintains a database on the progress of the implementation of the programs under Comprehensive Agreement on the Bangsamoro.7. Assists in coordinating with the various Normalization bodies and ceasefire mechanisms.8. Prepares after-activity reports and undertakes other peace-related works.9. Performs other related duties as required.
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To signify interest, please submit your letter of intent and updated CV to the Human Resource Management Office (HRMO), Office of the Presidential Adviser on the Peace Process (OPAPP), 6th Floor, Agustin Building I, F. Ortigas Jr. Road, Ortigas Center.

You may also send your application letter and CV to opapp.recruitment2017@gmail.com with the item and unit you are applying for as the subject.

Deadline of application is on February 28, 2018. Only shortlisted applicants will be notified.