

POSITION DESCRIPTION

Public Services Commission

AM25000173 - Commissioner

INDEPENDENT STATE OF PAPUA NEW GUINEA

THE PUBLIC SERVICES COMMISSION APPOINTMENTS COMMITTEE

invites applications for the position of

COMMISSIONER

in the Public Services Commission

The Public Services Commission (PSC) is established by Section 190 of the Constitution. Its functions include review of personnel matters relating to the National Public Service; review of organisational matters and state services (other than the Defence Force); recommending to the National Executive Council (NEC) appointment of agencies that fall under Section 193 of the Constitution.

The PSC has three Commissioners, in which one amongst the three is appointed as Chairman of the PSC. All three Commissioners are members of the Commission. The appointments of the Commissioners and the Chairman are made by the Head of State, on advice of the Public Services Commission Appointments Committee pursuant to Sections 190(2) and 190(2A) of the Constitution.

There is now a vacancy in the position of Commissioner and Chairman following the expiry of the incumbent Commissioner's term of appointment on 24th April 2025. Suitably qualified persons are encouraged to apply.

Qualifications for Appointment:

The candidate must have substantial experiences in the National Public Service.

The Successful candidate will be a person:

- Who has considerable administrative, experience, and proficiency with a distinguished professional career in the Public Service;
- With fair knowledge of the government, its functional structures, and systems of administration;
- Has sound knowledge and keen appreciation of the public service, its structures, policies, legislations and regulations including Constitutional Laws;
- Is capable of maintaining a high degree of independence in the discharge of his or her duties;
- Has individual qualities required of a Constitutional Office Holder. That is a person with the ability to be fair, impartial and balanced, a good sense of justice; intellectual depth and analytical ability; with good reputation and high standing in the community; and
- Of a stable and mature character with high-level of discipline, strong demonstrated leadership and management acumen, and personal integrity.

Terms and Conditions:

A member of the Commission is a constitutional office holder and holds office for five (5) years. The terms and conditions of appointment are determined by the Salaries and Remuneration Commission (SRC). Further conditions are imposed by the Public Services (Management) Act and the Organic Law on the Guarantee of the Rights and Independence of the Constitutional Office Holders.

TO APPLY

Please visit the Vanguard International website: <https://vanguard.com.pg/vacancies/>, download and complete the online application form then submit by email to executiverecruitment@vanguard.com.pg

The following are required documents you must attach with your online application form:

- Signed Expression of Interest letter addressing the key requirements
- Updated curriculum vitae (*no more than 5 pages*)
- **Certified copies** of educational qualifications
- Current Police Clearance Report (obtained within last 3 months)
- Medical Report (*from a registered medical service provider*)
- Three (3) current written references.

For more information, call (+675) 7500 7500.

Applications close at 4pm on Friday, 18th July 2025

Incomplete and late applications will NOT be accepted

Only shortlisted applicants will be contacted

Authorized by the:

**Chairman
Public Services Commission Appointments Committee**

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to executiverecruitment@vanguard.com.pg together with a copy of your CV in MS Word format.