



President's Young Professionals Program (PYPP)

12th Regular Recruitment Announcement

Call for Applications - Wednesday, November 1, 2023

Deadline 5:00 pm, Wednesday, January 31, 2024

The **President's Young Professionals Program (PYPP)** in collaboration with the **Civil Service Agency (CSA)** is pleased to announce to the general public its **12th Regular Recruitment** exercise is hereby opened. Thirty (30) exceptionally talented recent university graduates from any discipline will be selected to form part of the 12th Cohort (Class XII). Interested applicants should have a reasonable mix of the following criteria:

1. History of service to community or school through involvement in extracurricular activities;
2. Law abiding Liberian national who is not older than 35 years as of December 31, 2023;
3. Must be Liberian national with current National Identification Number (NIN);
4. Must have a clean record verified by a criminal record check
5. Recent (up to 3 years) college/university graduate **with 1st degree in any discipline and a cumulative grade point average of at least 3.00.**
6. Strong written and verbal (English) communication skills.
7. Friendly, patient, fast learner, self-starter, resourceful, organized and able to work under pressure in a fast-paced professional working environment and a strong team player;
8. Punctual and reliable with a commitment to learning and self-improvement; and
9. Basic understanding of working with Microsoft Office applications.

All qualified and interested applicants should submit the following:

1. Current CV/Resume.
2. Two (2) recent passport size photos.
3. Recent Police clearance (not older than six months).
4. Valid Covid-19 Vaccination Certificate
5. Current National Identification Number
6. Most recent college/university original transcript or original letter of attestation, indicating the grade point average (GPA).
7. Three (3) letters of recommendation: one each (Professional, Academic & Community).
8. A letter of motivation answering the following question in (500 words maximum) : **“ Why do I feel best suited for the Program and what qualities do I bring?** (documents submitted, especially academic transcripts will **not be** returned to applicants).

Shortlisted applicants will be required to sit the PYPP written and computer aptitude tests. Shortlisted applicants from the both tests (Written and computer test) will also be invited to sit both the CSA aptitude test and the individual interviews.

Females and persons with disabilities are especially encouraged to apply!

Completed Application package should be addressed and delivered on or before close of business (COB), **January 31, 2024** to: **Ciata Stevens d'Almeida, Executive Director**, President's Young Professionals Program (PYPP), Airfield-Sinkor New Road, Shark's Junction, Monrovia, Liberia. **For Further information, check our website: www.pyppliberia.com or call 0881717281 / 0776466974 between the hours of 9am – 5pm weekdays.**

Signed:

Ciata Stevens d'Almeida

Executive Director

November 1, 2023