

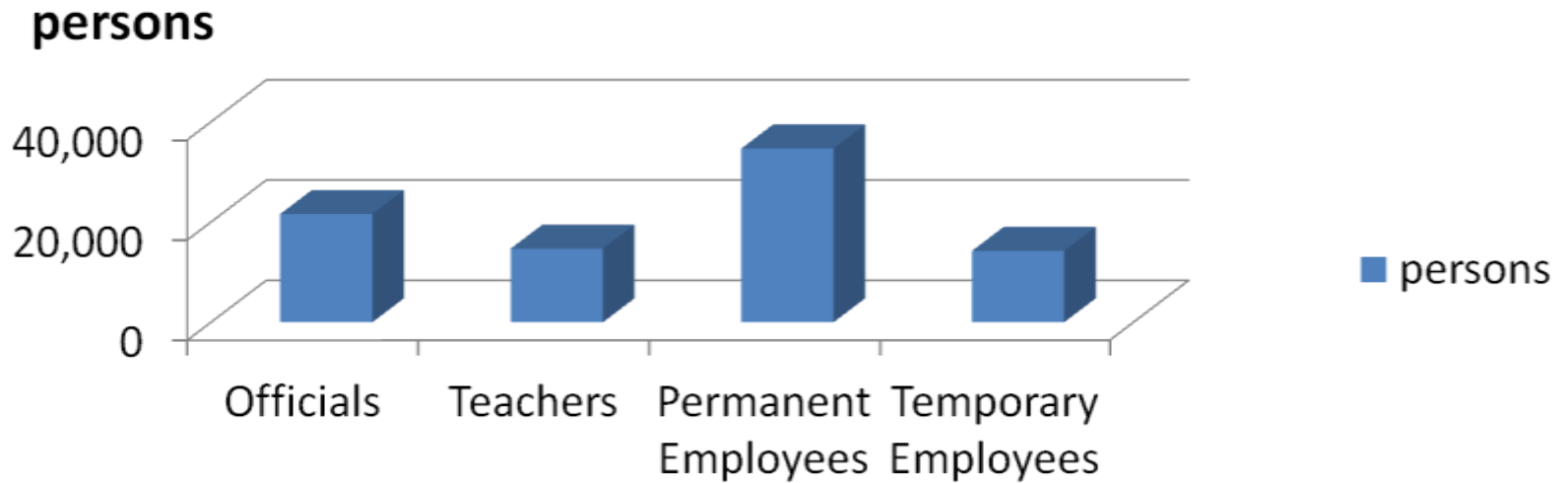
A high-speed photograph of a water splash, showing multiple droplets and a crown-like shape of water against a light blue background. The water is clear and dynamic, with various sizes of droplets suspended in the air.

Welcome Delegation the City of Portland, Oregon

Office of the Bangkok Metropolitan Administration Civil Service Commission

BMA Human Resources

Total 85,197 officers



Date : August 1, 2014

A decorative graphic at the top of the slide showing a splash of water in shades of blue and white, with droplets and ripples. The graphic is positioned above a light blue curved banner that serves as a background for the title.

The BMA Civil Service Commission

Responsibilities of the Bangkok Metropolitan Administration (BMA) Civil Service Commission (CSC) include giving advice to the Bangkok Governor on policies and standards of public sector human resource management, as well as formulating policies, issuing rules, regulations and directives concerning human resource management in accordance with Civil Service Act.

The roles of the CSC of BMA are crucial to the overall Bangkok administration in terms of acquiring and retaining high quality civil servants for present and future needs including giving moral support and inspiring officials to work for top performance to achieve the policies and attain the success of the Bangkok Metropolitan Administration.



Office of the Bangkok Metropolitan Administration Civil Service Commission

Vision

- To be the premier metropolitan human resource management and bureaucracy focused on work-life balance and quality of work life in accordance with good governance best practices and high potentials.

functions

- responsible for the Bangkok Metropolitan Administration Civil Service Commission's civil service affairs; analyzes and researches personnel administration; organizes and the Bangkok Metropolitan Administration's bureaucratic system; oversees and carries out civil servants' development; publishes annual report on personnel administration and executes the tasks assigned by the Commission.



Office of the BMA Civil Service Commission Org Chart

Secretary-General

Assistant Secretary-General

Assistant Secretary-General

**General
Administration
Division**

**Recruitment
Division**

**Work
System
Division**

**Personnel
Classificatio
n Division**

**Personnel
Record
Division**

**Disciplinary
and
Morality
Promotion
Division**

**Merit
Protection
System
Division**

A decorative graphic at the top of the slide showing a splash of water with droplets and ripples, rendered in shades of blue and white. The splash is positioned above a curved white line that separates the header from the main text area.

General Administration division

is in charge of secretariat and document work, general administrative business, the Director's and the secretary's businesses, the meeting of the Commission, personnel and finance. It also acts as an information center providing official information, processes a database and compiles academic studies approved by the extraordinary subcommittee responsible for application for academic titles, analyzes, conducts research and publishes an annual report on the BMA's personnel administration, maintains premises and vehicles.

A decorative graphic at the top of the slide showing a splash of water with droplets and ripples, set against a light blue background.

Recruitment Division

develops and stores tests; recruits candidates in position of civil servants and teachers ; awards scholarships or fund for a training or a study tour in line with the BMA's requirements; cooperates with an educational institution to award scholarship to the public; sets up standard qualifications for recruiting personnel; performs any other related duties.



Work System Division

studies, analyzes, researches, gives advice on, executes, follows up and assesses strategies; develops work system, administrative system criteria and standards and personnel administration; applies appropriated advanced techniques to the operation of the BMA's units; reforms the bureaucratic system of the BMA ; performs any other related duties.

A decorative graphic at the top of the slide showing a splash of water in shades of blue and white, with a curved white line separating it from the text below.

Personnel Classification Division

determines and improves the operational structure of the units; determines the classification of the civil servant units; assesses the value of work to determine the number and level of positions, and civil servants to be promoted; plans the

Use of workforce; sets standards criteria for every position; performs any other related duties

A decorative graphic at the top of the slide featuring a blue-tinted image of water splashing or bubbling, with a white curved line separating it from the main content area.

Personnel Record Division

acts as BMA's information center on human resources; constructs a database and processes data related to human resources; secures record of the BMA's civil servants; investigates orders; corrects the records; enlists existing positions; records the civil servants' history; performs any other related duties.

A decorative graphic at the top of the slide shows a splash of water with droplets and ripples, set against a light blue background. The splash is positioned on the left side and extends towards the center.

Disciplinary and Morality Promotion Division

investigates and disciplines the personnel; discharges them; deal with complaints; interprets related laws; issue or imposes rules; regulations and guidelines for personnel administration; analyzes misconducts; promotes efficiency, ethics and morality among the civil servants; performs any other related duties.

A decorative graphic at the top of the slide showing a splash of water in shades of blue and white, with a curved white line separating it from the text below.

Merit Protection System Division

is in Charge of secretariat and document work, general administrative business, the meeting of the BMA Merit Protection System Commission, performs merit systems studies, investigates allegations of prohibited personnel practices, prosecutes violators of civil service rules and regulations;



BMA Human Resource Management Strategic Plan 2014 - 2017

Mission

We provide a positive HR service experience for applicants, employees, and collaborate with departments to recruit, develop, support, and retain diverse and talented employees who are the key to BMA reputation and success.

Vision

We deliver Human Resources programs and services with such quality and expertise that BMA departments gain a competitive advantage from our collaborative efforts to make BMA a best service organization and a best place to work.

BMA Human Resource Management Strategic Plan 2014 - 2017



A decorative graphic at the top of the slide featuring a blue-tinted image of water splashing or bubbling, with a white curved line separating it from the main content area.

Hot projects

- Flexible working
- Lean management
- Workforce planning



Contact us

Address: Bangkok City Hall , 173 Dinso Rd. Bangkok 10200

Office Hours: Monday-Friday: 8:00 a.m. - 4:30 p.m.

Phone: 0 26210031

Fax: 0 2243020

Email: ict_csc@hotmail.com

www.bangkok.go.th/csc

map

