Problem setting. Available mechanisms and instruments of civil service in Ukraine are not effective, that may become an obstacle in the implementation of economic reforms. With this purpose set was developed a new Law of Ukraine “On Civil Service” №4050-VI, which included the adoption and civil service on the basis of competence. In its implementation the National Agency of Ukraine on Civil Service issued a series of orders of the requirements for the professional competence and for developing professional competence profiles of civil service.

Recent research and publications analysis. Competence in the public service have not become the subject of basic research Ukrainian scientists yet, although some aspects were considered in the publications of L. Gogina, T. Motrenko, O. Obolensky, A. Vyshnevsky, O. Khmelnytska, V. Soroko, M. Melnyk, E. Ohotsky, A. Lipensev and others.

Paper objective. The article is an attempt to summarize the typical professional competence profile of II, III, IV, V groups positions of civil service and justify the need to create typical lists of competencies professional competence profiles of civil service; offer general list of competencies for typical positions groups and subgroups of civil servants; determine measurability and adequacy minimum of the professional competence profiles for civil servants.

Paper main body. This article provides a comprehensive analysis of the legislation implementing the competence approach in public service. The author pointed out in the basic causes and conditions that affected on the formation of model of competence of civil servants in Ukraine. We included such factors as: international experience, knowledge of state language (and minority languages if it’s needed), level of IT-skills and passing mechanism into the civil service.

Not only personal elements influence on the model of civil servants in Ukraine but also socio-economic level of the state and passing the civil service in general as well.

The proposed model of competence for different groups of civil servants is based on a phenomenological approach. Competencies are defined according to the characteristics of intrinsic motivation of civil servants, ways achieving their professional goals and their personal principles.
The proposed list of competencies for II, III, IV, V groups civil service positions is divided into 3 types: required, special and extra. There is defined the meaning of these competencies. Differentiation of competencies number depends on the group of civil servants (from 17 competencies for I group to 7 competencies for V group of civil servants). A limited number of civil servants competencies related with complicated evaluation in the future about competitive selection, attestation and career planning.

**Conclusions of the research.** The professionalization of the civil service is the main instrument for the implementation of economic reforms. This makes it necessary to develop typical competence profiles positions for different groups and subgroups of civil servants, in order to unify the approaches in the work of staff in making, evaluating, planning a career for civil servants. We include such professional and personal qualities that characterize the competencies profile for the respective groups of civil servants: leadership, organizational and intellectual skills, ability to determinate goals, take responsibility, comply with official ethics, commit to professional and personal growth, preserve dignity, credibility and democracies.