

Republic of the Philippines
ANTI-RED TAPE AUTHORITY
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the ANTI-RED TAPE AUTHORITY in the CSC website:


Anita R. Bravante
HRMO

Date: July 05, 2021

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	ADMINISTRATIVE OFFICER V (BUDGET OFFICER III)	ARTAB-ADOF5-5-2019	18	43,681.00	Bachelor's degree relevant to the job	8 hours of relevant training	2 years of relevant experience	Career Service Professional/Second Level Eligibility or equivalent (PD 907 / RA1080)		Finance Division

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **July 15, 2021**.

1. Fully accomplished **Personal Data Sheet** (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) and **Work Experience Sheet** (WES) which can be downloaded at www.csc.gov.ph;
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

QUALIFIED APPLICANTS are advised to hand in or send through courier/email their application to:


Anita R. Bravante
Chief Administrative Officer (HRMO V)
4th & 5th Floors, NFA Building, NFA Compound
Visayas Avenue, Brgy. Vasra, Diliman, Quezon City
recruitment@arta.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.