

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:


DIR. RABINDRANATH P. QUILALA, CESE
HRMO

Date: August 11, 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 | ATTORNEY III | ARTAB-ATY3-34-2019 | 21 | 60,901.00 | Bachelor of Laws | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Northern Luzon Region - Baguio City |
| 2 | ATTORNEY III | ARTAB-ATY3-41-2019 | 21 | 60,901.00 | Bachelor of Laws | 4 hours of relevant training | 1 year of relevant experience | RA 1080 | | Western Mindanao Region - Zamboanga City |
| Job Description: Responsible for resolving complaints forwarded/endorsed to the office for further evaluation and/or investigation relative to the implementation of RA 11032. Performs other duties as assigned by upper management. | | | | | | | | | | |

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 **August 21, 2021**.

1. Fully accomplished **Personal Data Sheet** (PDS) with recent passport-sized picture and **work experience sheet** (CS Form No. 212, Revised 2017) which can be downloaded at www.csc.gov.ph;
2. Performance rating **for the last rating period** (if applicable); **Performance Evaluation Tool** (please download file) for non-government employees and contracts of service
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Diploma and Transcript of Records.

Only those who applied through the online form and met ALL the required qualification standards will be considered.

Applicants are advised to signify their interest through the **ARTA Online Recruitment Form** at <https://bit.ly/artaonlinerecruitment> and upload the above mentioned documents

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

RABINDRANATH P. QUILALA, CESE

Director IV

5th Floor, NFA Building, NFA Compound Visayas Avenue,
Brgy. Vasra, Diliman, Quezon City

<https://bit.ly/artaonlinerecruitment>

APPLICATIONS WITH INCOMPLETE DOCUMENTARY REQUIREMENTS SHALL NOT BE ENTERTAINED.