

ANTI-RED TAPE AUTHORITY
Publication of Contract of Service Positions

No.	Position Title / Vacancy	Salary Grade	Monthly Salary	Terms of Reference		Place of Assignment
				Qualification Standards	Duties and Responsibilities	
1.	Special Investigator I / Vacancy – 1	SG11	PHP24,905.00	<p>Education: Bachelor's degree related to the job</p> <p>Experience: none required but with government experience is an advantage</p> <p>Training: none required</p>	<p>Perform necessary administrative, legal, and/or operational activities relevant to the implementation of the EODB–EGSD Act or RA 11032:</p> <ul style="list-style-type: none"> • Prepare planning documents for field investigations; • Travel to the assigned sites for inspections; • Assist in the investigation or entrapment operations of the Authority; • Prepare all documentary requirements of the IED with the other divisions of ARTA; • Conduct discreet investigations; • Participate and support in other ARTA activities; • Perform other tasks that may be assigned from time to time in pursuit of the overall ARTA project objectives and functions of the division; and • Secure and observe confidentiality on sensitive issues, information, documents, and materials relative to the programs and projects of ARTA, until clearance is given for public use 	Investigation and Enforcement Division

Kung ikaw ay kwalipikado at interesado, gawin ang mga sumusunod:

- 1) Sagutan ang [Online Recruitment Form.](#)
- 2) Mag-upload ng mga sumusunod na dokumento sa parehong link bago mag March 14, 2022:
 - a) Application letter
 - b) 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;
 - c) Copy of training certificates and
 - d) Copy of Transcript of Records.