



NOTICE OF VACANCY

Date of Publication: DECEMBER 12, 2024

INTELLIGENCE OFFICER II, PCGG-DOJB-INTELO 2-1-1998, **PERMANENT**
Financial Studies and Investigation Division, Research and Development

Monthly Salary (SG 15)	Php 38,413.00
Benefits/ Incentives: (Entitlement is subject to existing guidelines, rules and regulations)	<ul style="list-style-type: none">• Php 2,000.00 – Monthly Personal Economic Relief Allowance• 1 Month Salary – Mid-Year Bonus• 1 Month Salary – Year-End Bonus• Php 5,000.00 – Cash Gift• Php 7,000.00 – Clothing Allowance• Php 5,000.00 – Productivity Enhancement Incentive
Education	Bachelor’s degree
Experience	1 year of relevant experience
Training	4 Hours of relevant training
Eligibility	Career Service Professional/Second-Level Eligibility
Competency	<ul style="list-style-type: none">• Technical Writing Intermediate: Requires a moderate amount of help or supervision from others. Can do things and deal with everyday problems.• Critical & Analytical Thinking Proficient: Can do things on their own and are best at what they do. Takes charge of projects or initiatives. Can teach others.• Asset Valuation Intermediate: Requires a moderate amount of help or supervision from others. Can do things and deal with everyday problems.• Project Management Intermediate: Requires a moderate amount of help or supervision from others. Can do things and deal with everyday problems.• Research & Information Analysis Proficient: Can do things on their own and are best at what they do. Takes charge of projects or initiatives. Can teach others.
Key Duties and Responsibilities	<ul style="list-style-type: none">• Gathers, receives, and solicits information/data, and documents involving reports of ill-gotten wealth;• Detect and report cases of graft and ill-gotten wealth;• Process/interpret information/data, documents, and other papers as to their authenticity;• Verifies information reports gathered;• Maintains an up-to-date file of the subject of the investigation;• Conduct preliminary interviews of witnesses;• Draft correspondence for the signature of the superiors;• Undertakes confidential missions approved by the Division Chief.

NOTE: ONLY THOSE WHO POSSESS THE RELEVANT or CLOSELY RELATED WORK EXPERIENCES SPECIFIC TO THE FUNCTIONS WILL BE CONSIDERED.

APPLICATION WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED. Only those who have submitted the COMPLETE documents within the prescribed period and met ALL the required qualification standards shall be considered.

Interested and qualified applicants are advised to read the qualifications of the position and signify their interest through the following;

1. Application letter addressed to: **Mr. IRWIN S. VIDAL**
Chief Administrative Officer

maria.cecilia.flores@pcgg.gov.ph



<https://bit.ly/PCGGCareersApplication>

no later than DECEMBER 22, 2024.

Original documents must be on hand and ready once requested.