



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION/JOB ANALYSIS FOR THE POST OF INSPECTOR (BS-16) IN THE ANTI-CORRUPTION ESTABLISHMENT, PUNJAB (CASE NO.11C2020)

Main Responsibilities and Tasks

| <u>Sr. No.</u> | <u>Job Description</u> |
|-----------------------|---|
| 1 | To conduct preliminary enquiries and investigations of ACE Cases as per Anti-Corruption Act and guide lines provided in the ACE Rules 1985. |
| 2 | Completion of Cases/Enquiries as per prescribed time limit in ACE Rules. |
| 3 | Preparation Final Report in Cases/Enquiries. |
| 4 | Arrest of accused persons. |
| 5 | Preparation and submission of challan. |
| 6 | Preparation of monthly crime diary. |
| 7 | Registration Case FIR. |
| 8 | Arrest of P.Os. |
| 9 | Any other assignment entrusted by the authority. |

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