

Republic of the Philippines  
**AL-AMANAH ISLAMIC INVESTMENT BANK OF THE PHILIPPINES**  
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 AL-AMANAH ISLAMIC INVESTMENT BANK OF THE PHILIPPINES in the CSC website:

  
JULIE N. RICARTE  
Acting Head, HRMD

Date: 2/11/2022

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	Accounting Clerk II	1-10	6	14,847.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-Professional) / First Level Eligibility		Jolo
2	Clerk III	5-23	6	14,847.00	Completion of two years studies in college	None Required	None Required	Career Service (Sub-Professional) / First Level Eligibility		OP
3	Clerk IV	5-7	8	16,758.00	Completion of two years studies in college	1 year of relevant experience	4 hours of relevant training	Career Service (Sub-Professional) / First Level Eligibility		OSVP AD Personnel Division
	NOTHING FOLLOWS									

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 February 21, 2022.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://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:

**JULIE N. RICARTE**  
Acting Head, HRMD  
AIB, Greenhills Mckinley Arcade, MA-104B,  
[jnricarte@amanahbank.gov.ph](mailto:jnricarte@amanahbank.gov.ph)

**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**