

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, HRM

Date: July 23, 2019

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards				Competency (if applicable)	Place of Assignment
					Education	Training	Experience	Eligibility		
1	Supervising Planning Specialist	18-5	20	51,155.00	Bachelor's degree relevant to the job	16 hours of relevant training	3 years of relevant experience	Career Service (Professional) / Second Level Eligibility		Makati City
2	Bookkeeper III	6-11	10	19,233.00	Completion of 2 years studies in college	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) / First Level Eligibility		General Santos City
3	Buyer III	8-3	9	17,975.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) / First Level Eligibility		Makati City
4	Clerk IV	5-12	8	16,758.00	Completion of 2 years studies in college	4 hours of relevant training	1 year of relevant experience	Career Service (Subprofessional) / First Level Eligibility		General Santos City
	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 Aug. 2, 2019.

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;
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, HRM

AIB, G/F DBP Bldg., Sen. Gil Puyat cor.

Makati Ave., Makati City

jnricarte@amanahbank.gov.ph

APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.