



**Isda Savings and Loan  
Association Inc. (ISLAI)**



# HIRING

# GENERAL MANAGER

## DUTIES AND RESPONSIBILITIES

- a) Promote the good governance practices within the Association by ensuring that policies, rules, regulations, guidelines, and procedures approved by the Board of Trustees and Executive Officers, and the applicable rules and regulations prescribed by the Bangko Sentral ng Pilipinas (BSP), Securities and Exchange Commission (SEC) and other regulatory bodies of the government, are consistently adopted;
- b) Oversee the day-to-day operations of the Association such as payroll and cashing activities, records keeping and disposal, procurement of supplies and equipment, property management, and other general housekeeping functions;
- c) Ensure that the duties are effectively delegated to the staff;
- d) Recommend the hiring of Staff or the dismissal of erring Staff to the Board of Trustees; and,
- e) Perform such other functions as may be assigned from time to time.

## Qualifications:

- Preferably Accountancy Graduate
- Must possess good written and verbal communication skills
- With at least 1-year relevant experience
- Php 31,000 (Basic salary plus other benefits)

**Send your application letter and CV  
not later than **January 26, 2024:****

### ISLAI Office

Annex Bldg., BFAR Complex, BPI Compound,  
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