



# POSTING PAD

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### COMPANY INFORMATION:

Company Name:

Company Address: RCBC Savings Bank

Type of Industry: Banking

Website: [www.rcbcsavings.com](http://www.rcbcsavings.com)

Phone No: 02-555-87000

Fax No: \_\_\_\_\_

For Agency:

POEA License: \_\_\_\_\_

### JOB INFORMATION:

Requirement:

Trainee (OJT)

Employment

Designation: ODP Management Trainee

Employment Status: Trainee for 10 months

Salary/Allowance: P 20,000/net of taxes

Opening Date: 15-Jun-17

Closing Date: 15-Jul-17

Job Description:

The Officer Development Program is a comprehensive 10-month Management Trainee Program of RCBC Savings Bank which aims to equip high potential individuals with essential knowledge, skills and attitudes required to become effective leaders of the Bank.

The program essentially covers fundamental banking concepts and theories and the functions & operations of all areas of the bank. It also includes communication, leadership & management and customer service courses to prepare the trainees for their role as middle managers.

The program is composed of classroom lectures, case studies and on-the-job training.

Qualifications:

Graduate of Business Administration and/or Accountancy; graduated with Honors or belongs to the Top 20% of the University; teamplayer and possesses excellent communication and presentation skills.

### ATTACHMENTS

Company Profile

SEC Registration

Letter of Intent

### For CCS use only

**ROSETTE EIRA E. CAMUS**

*Dean of Admissions and Int'l Programs*

\_\_\_\_\_  
Date

To all interested applicants, Please send your updated resume to:

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Designation: HEAD - RECRUITMENT

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Tel./Fax No: 0917-503-8650