

# JOB DESCRIPTION

- JD-AM-001

????????????????????

□□□□□□□□□□ (Job Purpose)

(Key Responsibilities)

[illegible]

<div><div>XXXXXXXXXX /XXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX X - XXXXXXXXXXXXXXXX XXXXXXXXXXXX</div></div>	<div><div>- XXXXXXXXXXXXXXXX XXXXXX</div><div>- XXXXXXXXXXXXXXXX X - XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXX</div></div>	<div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX</div></div>
<div><div>- XXXXXXXXXXXXXXXX XXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX X</div></div>	<div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX IC 7 XXXXXXXXXXXXXXXXXXXX XX</div></div>	<div><div>- XXXXXXXXXXXXXXXX - XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX 100%</div></div>
<div><div>XXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</div></div>	<div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXX - XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX</div></div>	<div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXX</div><div>- XXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXX</div></div>

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXX /XXXXXXXXXX /XXXXXXXXXX (Major Challenges)

<div><div>- XXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX</div><div>- XXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX</div><div>- XX XXXXXXXXXXXXXXXXXXXX</div></div>	<div><div>XXXXXX</div><div>XX XX XXXXX</div><div>XX XXXXXXXXXXXXXXXXXXXXXXXX</div></div>
--	--

XXXXXXXXXXXXXXXXXXXXXXXXXXXX (Subordinate's Responsibilities)

XXXXXX (Position)	XXXXXXXXXXXX (Job Scope)

XXXXXXXXXXXX

(Financial Responsibilities/Authorization)

XXXXXX (Item)	XXXXXXXXXXXXXXXXXXXX (Amount/Authorized level)		
	XXXXXXXXXXXX (Own Decision)	XXXXXXXXXXXX (Consulted by Superior)	XXXXXXXXXXXX XXXXXX (Superior Approval)

XXXXXXXXXXXXXXXXXXXXXXXXXXXX

(Working Relationship)

XXXXXX / XXXXXXXXXXXXXXXXXXXX XX	XXXXXXXXXXXXXXXXXXXX XX	XXXXXX
XXXXXXXXXXXX	- XXXXXXXXXXXXXXXXXXXX XXXXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	- XXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	- XXXXXXXXXXXXXXXXXXXX XXXXXX	XXXXXXXXXXXX
XXXXXX /XXXXXX	- XXXXXXXXXXXXXXXXXXXX XX	XXXXXXXXXXXXXXXXXXXX
XXXXX /XXXXXX	- XXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	- XXXXXXXXXXXXXXXXXXXX XXXXXX	XXXXXX

XXXXXXXXXXXXXXXXXXXX

(Job Specifications)

1. XXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXX XXXXX
2. XXXXXXXXXXXXXXXXXXXXXXX BC Account
3. XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
4. XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXX

(Education Background)

XXXXXXXXXXXXXXXXXXXX	XXXX	XXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX	XXXX	XXXXXXXXXXXXXXXXXXXX		

/							
---	--	--	--	--	--	--	--

## (Professional Experiences

1-2 ☐

(Competencies)

(Knowledge)	(Skills)	(Mental Abilities/Personalities)
<ul style="list-style-type: none"> <li>- </li> <li>- </li> <li>- </li> <li> </li> <li> </li> <li>- </li> <li> </li> <li> </li> </ul>	<ul style="list-style-type: none"> <li>- </li> <li>- </li> <li>- </li> <li>- </li> </ul>	<ul style="list-style-type: none"> <li>- </li> <li>- </li> <li>- </li> <li>- </li> <li>- </li> </ul>