

Service card

## Request for Amendment to the Job Budget

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Submit a request to cancel vacancies and create new ones

### Service details

|                  |                               |
|------------------|-------------------------------|
| Expected Time    | 5 working days                |
| Fees             | None                          |
| Customer Type    | Government                    |
| Service Channels | Website                       |
| Partners         | Department of Human Resources |

### Service Process

- 1 Login to the Department of Finance website
- 2 Click on the list of services and then choose the service of requesting an amendment to the job budget
- 3 Click on the "Start Service" button
- 4 Login with your digital ID
- 5 Fill out the digital form to request an amendment to the job budget
- 6 Submit the application

### Terms and Conditions

- The value of the total vacancies created must be equal to the value of the total vacancies cancelled

### Reference Data

- Service-Owning Department: Department of Planning and Public Budget
- Service Structure: Supplementary
- Service Nature: Procedural
- Target Customer Segments: Government Entities

Service page:

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<https://ajmandof.ae/en/services/budget-management-and-execution-services/request-for-amendment-to-the-job-budget/>