



MARINERS' POLYTECHNIC TRAINING CENTER

Accreditation:



Member:



THIS FIRM IS PROTECTED BY



100% COUNTERFEIT-PROOF

URGENT HIRING!!

ADMINISTRATIVE ASSISTANT

Requirements:

At least two years in college. Computer course is an advantage
Knowledgeable in computer,
At least one year working experience in administrative work or
computer work related
Should be willing to work overtime if needed
Should be willing to work in Malate, Manila

If interested, please contact

Ms. Florence G. Dado

Executive Assistant

MARINERS' POLYTECHNIC TRAINING CENTER

6/F MARC 1 Building, 1971 Taft Avenue, Malate, Manila

Beside LRT Quirino Station

Contact no: 02-353.56.83

Mobile no.: 0917-885.28.46

0943-486.06.87

Please bring your comprehensive resume, photocopies of your
credentials and certificates

6th Floor, MARC 1 Building, 1971 Taft Avenue, Malate Manila, Philippines

Tel. No.: (+632) 353-5683 (+632) 310-1573 +63917.8852846

Practicum Site: #815 Sta. Rosa 1 Noveleta, Cavite, Philippines

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INFORMATION TECHNOLOGY ASSISTANT

Requirements:

At least two years in college. IT course or computer course is an advantage

Knowledgeable in computer,

At least one year working experience in IT work or computer work related

Should be willing to work overtime if needed

Should be willing to work in Malate, Manila

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