

Accounting Clerk

Job Description

- > Candidate must possess at least a Bachelor's Degree in Finance/Accountancy or equivalent.
- > At least 1-2 year experience in related field
- > Knowledgeable in General Accounting and Financial Statement
- > CPA is preferred but not required
- > Preferably residing near Alabang, Muntinlupa City

Biomed Engineer

Job Description

- > Can do preventive maintenance of equipments and quick response to service call.
- > Must be knowledgeable in repair and troubleshooting of medical equipments.
- > Must have a College/Bachelor's Degree in Biomedical Engineering or equivalent.
- > With at least 1 year working experience in the related field.

Required experience:

- Biomed Engineer: 1 year

Finance and Admin

Job Description

- > Must be responsible for managing finance, office administration and human resources function.
- > Candidate must possess at least Bachelors/ College Degree, Finance/Accountancy/Banking, Business Administration/Management or equivalent
- > At least 5 years experience in related field and processing of government contracts
- > Can do multi-tasking
- > Manage multiple key projects simultaneously, including budgets and strategic direction
- > Willing to work in Alabang
- > Preferably residing near Alabang

IT Staff

Job Description

- > Candidate must have a Bachelors Degree in Information Technology or any computer related courses
- > Knowledge in maintenance, installation, and repair of computer hardwares and softwares
- > Knowledge in MS Office applications
- > Can work under pressure
- > Preferably Male

- > Willing to be assigned in Cebu areas like Danao, Bogu, Carcar, and Balamban
- > Must be a resident of Cebu

Required experience:

- IT Technician: 1 year

We have set up application questions for your job.

Candidates will be asked to give a "yes" or "no" response to the following questions:

- Do you have at least **1** year of **IT Technician** experience?

Medical Transcriptionist

Job Description

- > Graduate of BS Nursing
- > Computer Literate
- > With or without experience
- > Good Communication Skills
- > Must be a resident of Cebu
- > Willing to be assigned in Eversly Child's Sanitarium- Cebu

Radiographer/ Rad Tech

Job Description

- > Candidate must have Professional License
- > With or without experience
- > Graduate of B.S Rad tech
- > Full Time position available
- > Male or Female
- > Must be a resident of Sorsogon / Bicol

Radiologic Technologist

Job Description

- > Candidate must have a Professional License
- > With or without experience
- > Graduate of B.S Radiologic Technology
- > Full Time position available
- > Male or Female
- > Must be a resident of Sorsogon or other nearby places
- > Willing to be assigned in Juban, Sorsogon
- > Willing to be trained