

# INNOLAND

DEVELOPMENT CORPORATION  
(TOTAL KENZO ESSENTIAL INCORPORATION)

## ABOUT & HISTORY

Innoland Development Corporation is engaged in real estate development in the Philippines. The company was registered on August 13, 2005 with the Philippine Securities Exchange Commission. It is also listed as an Ecozone Facilities Enterprise with the Philippine Economic Zone Authority.

From mixed-use, residential, to commercial properties, is continuously creating innovations

to provide beautiful, usable spaces for its customers. Its first development, Calyx Centre, is a 26-storey mixed-use structure located in Cebu I.T. Park that comprises office, residential, and retail spaces. The same design structure was then replicated in Cebu Business Park with residential units only, which is Calyx Residences. Link is its first office building in Cebu I.T. Park with 19 floors housing several BPO and multinational companies.

Innoland's Corporate office is located at the 15F, TGU Tower, JM del Mar Avenue, Cebu I.T. Park, Cebu City.



## MISSION/VISION

We are a key player in the real estate industry serving global emerging markets by upholding brand integrity, offering best value products and services to customers and synergistic partnerships powered by innovative team players.

## VALUE PROPOSITION

We maintain world-class standards in building real estate structures utilizing cutting-edge technology to provide the best environment for our customers. We invest in research and development to continuously explore different building philosophies that honor the ecosystem, thereby harnessing nature's strengths.



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## **JOB DESCRIPTION**

- BSIT or any Computer-related course
- Assist in performing hardware and software installation
- Perform software configuration on stand-alone computers and laptops
- Provide support in diagnosing hardware and software issues and troubleshooting activities.
- Handles periodic maintenance of software and hardware
- Troubleshoot equipment such as printers, computers, scanners and other IT-related questions/peripherals
- Take telephone calls from users and attendees to assist them with their IT-related questions and problems
- Handle IT-related documents
- Handle researching options such as computer bugs and their solution
- Lay cables and wires for network that they are in good working condition
- Handle IT Ticket request and takes to fulfil request
- Check all Functional Computer of the storage and technical area
- Scan Documents
- Inventory All PC's in TGU Building
- Conference Set Up
- Clean Up IT Storage
- Preventive Maintenance of Every Department
- Installing Cloud Sophos (End Point) Per Department

PREPARED BY:

**JAMES CARL C. LLAMEDO**

DJT Student