

# **BENCH/ URGENT HIRING!!!**

## **❖ STORE SUPERVISORS (30)**

- ✓ **Male/Female;**
- ✓ **Graduate of any 4-year course;**
- ✓ **Excellent written, oral, and verbal communication skills;**
- ✓ **Must have customer service skills;**
- ✓ **Must have PC skills, including the ability to use Microsoft Office Suite;**
- ✓ **Candidate must have a customer oriented personality;**
- ✓ **With clear demonstration of teamwork, people skills, initiative, adaptability, analytical thinking, and problem solving capacity**

## **❖ CASHIERS (50)**

- ✓ **Female; 18 and above**
- ✓ **At least college level of any course;**
- ✓ **At least 6month – 1 year proven working experience in retail cashier or sales;**
- ✓ **Basic PC knowledge and familiarity with electronic equipment (e.g. cash register, scanners, money counters etc.);**
- ✓ **Strong Communication and time management skills;**
- ✓ **Customer satisfaction-oriented;**
- ✓ **Attention to detail and mathematical skills;**
- ✓ **Sales skills, an advantage**

## ❖ **STOCK CLERKS (20)**

- ✓ **Male; 18 and above**
- ✓ **At least college level of any course;**
- ✓ **At least 6 months – 1 year proven working experience in retail store or any related industry;**
- ✓ **Clerical Skills: Computer skills, filing and keep accurate records to track inventory;**
- ✓ **Attention to Detail: must make sure to pick up the right items and put them on the right shelves;**
- ✓ **Customer satisfaction-oriented;**
- ✓ **Sales skills, an advantage**

## ❖ **SALES CREWS (30)**

- ✓ **Male/Female; 18 and above**
- ✓ **HS Graduate;**
- ✓ **Working experience in retail store an advantage but not required;**
- ✓ **Listening Skills required;**
- ✓ **Having a friendly and engaging personality;**
- ✓ **Should have a confident manner;**
- ✓ **Must be helpful and polite;**
- ✓ **Physically fit;**
- ✓ **Able to work as part of a sales team;**
- ✓ **Knowledge of inventory techniques;**
- ✓ **Should be of a smart appearance and articulate.**

## ❖ **VISUAL MERCHANDISER HELPER (2)**

- ✓ **Male/Female; 18 and above**
- ✓ **At least HS Graduate;**
- ✓ **Working experience in retail store an advantage but not required;**
- ✓ **Willing to learn Visual Merchandising;**

❖ **FACIALISTS (60)**

- ✓ Female; 18 and above;
- ✓ At least college level;
- ✓ At least 6months work experience in beauty & healthcare

❖ **DELIVERY TRUCK DRIVER (5)**

- ✓ High school graduate, with 20/20 vision;
- ✓ With 3-5 years driving / working experience;
- ✓ Possesses driver license w/ restriction code of 2 and 3;
- ✓ Knowledgeable in places w/ in Metro Manila area and nearby provinces;
- ✓ Willing to be assigned in Tanyag, Taguig

❖ **BUILDING MAINTENANCE / ELECTRICIAN (2)**

- ✓ Graduate of any Technical Course or with 1 to 2 years work experience may be considered for diploma; or with TESDA Certification;
- ✓ Can perform electrical troubleshooting and plumbing and other maintenance works and repairs;
- ✓ Honest, hard-working, flexible and responsible;
- ✓ Willing to do field works and extend working hours
- ✓ Willing to be assigned in Tanyag, Taguig

❖ **MACHINE OPERATOR (20)**

- ✓ At least high school graduate, with experience Machine Operator;
- ✓ Capable to lift
- ✓ Willing to be assigned in Tanyag, Taguig

**❖ FORKLIFT OPERATOR (15)**

- ✓ With experience as Forklift Operator;
- ✓ Preferably with TESDA Certificate;
- ✓ With Driver's License restriction 1,2,3
- ✓ Willing to be assigned in Tanyag, Taguig

**❖ WAREHOUSE HELPER (50)**

- ✓ Male
- ✓ At least High School Graduate;
- ✓ Medium Built;
- ✓ Willing to be assigned in Tanyag, Taguig

**❖ VISUAL PRODUCTION ASSISTANT (5)**

- ✓ Male/Female;
- ✓ At least College Level;
- ✓ Computer literate with specialization in Adobe Photoshop / Illustrator and Freehand;
- ✓ Knowledgeable in using arts & crafts materials such as board cutters, etc.
- ✓ Willing to be assigned in Tanyag, Taguig

**❖ Worker Encoder (20)**

- ✓ Male/Female;
- ✓ At least College Level and Computer Literate;
- ✓ Willing to be assigned in Tanyag, Taguig

**❖ SALON STOCK CLERK (30)**

- ✓ Female
- ✓ At least 2<sup>nd</sup> year in College
- ✓ 19 to 30
- ✓ Makati, Taguig, Manila Area
- ✓ Bench Salon

**❖ SALON SUPERVISOR (20)**

- ✓ **Female**
- ✓ **At least 2<sup>nd</sup> year in College**
- ✓ **19 and above**
- ✓ **Makati, Taguig, Manila Area**
- ✓ **Bench Salon**