

# **JOLLY MANAGEMENT SOLUTION, INC.**

**URGENT HIRING!!!**

**❖ SALES CLERK (20)**

- ✓ male 5'6", female 5'2"
- ✓ at least high school graduate
- ✓ with or without experience
- ✓ with good communications skills must be aggressive and assertive
- ✓ fair complexion
- ✓ with pleasing personality
- ✓ preferably nearby store assignment
- ✓ no tattoo and physically fit

**❖ PARKING CASHIER (20)**

- ✓ female 5'2"
- ✓ at least high school graduate
- ✓ with or without experience
- ✓ with good communications skills must be aggressive and assertive
- ✓ with pleasing personality
- ✓ preferably nearby branch assignment
- ✓ Physically fit

**❖ SERVICE CREW (30)**

- ✓ male 5'6", female 5'2",
- ✓ at least high school graduate

- ✓ with or without experience
- ✓ with good communications skills must be aggressive and assertive
- ✓ with pleasing personality
- ✓ willing to undergo store operation training
- ✓ preferably nearby store assignment
- ✓ no tattoo.
- ✓ Physically fit

### ❖ **HR OFFICER (5)**

- ✓ Male or Female
- ✓ Graduate of BS Psych or any related Field
- ✓ With 1 year experience
- ✓ With good communications skills
- ✓ With pleasing personality
- ✓ Know to handle pressure
- ✓ Willing to work in Makati city.

### ❖ **RECRUITMENT SPECIALIST (3)**

- ✓ Male or Female
- ✓ Graduate of BS Psych or any related Field
- ✓ With 1 year experience
- ✓ With good communications skills
- ✓ With pleasing personality
- ✓ Willing to work field work
- ✓ Can work handle pressure
- ✓ Willing to work in Makati city.

### ❖ **ACCOUNTING STAFF (10)**

- ✓ Male or Female
- ✓ Graduate of BS Accountancy or related field
- ✓ With or without experience
- ✓ Know to handle pressure
- ✓ Willing to work in makati city, paranaque city, pasay city and manila

### ❖ **COMPANY DRIVER (2)**

- ✓ Male

- ✓ at least high school graduate
- ✓ with experience in related field
- ✓ Familiar in north and south area
- ✓ with professional license restriction
- ✓ 1,2 and 1,2,3
- ✓ willing to be assigned around MANILA, MAKATI CITY, PASIG CITY, and LAGUNA.

### ❖ VALET DRIVER (5)

- ✓ Male
- ✓ At least high school graduate
- ✓ With experience in related field
- ✓ Honest and trustworthy
- ✓ Willing to render over time
- ✓ With professional license restriction 1,2.
- ✓ Preferably nearby branch assignment
- ✓ Physically fit and with pleasing personality.

### ❖ ELECTRICIAN (2)

- ✓ MALE ONLY
- ✓ Graduate of any related course
- ✓ With experience as MAINTENACE ELECTRICIAN
- ✓ With leadership skills
- ✓ Willing to work in PASAY CITY, PARANAQUE CITY, TAGUIG CITY, MANILA, PASIG CITY, TAYTAY RIZAL, SAN MATEO RIZAL, MOLINO BACOR CAVITE, DASMARINAS CAVITE, ROSARIO CAVITE, TRECE MARTIRES CAVITE.
- ✓ Physically Fit.

### ❖ AUTO MECHANIC (30)

- ✓ Graduate of automotive or any related field
- ✓ With or without experience
- ✓ Willing to be asign in, QUEZON CITY and PASIG CITY
- ✓ Physically Fit

## ❖ OFFICE STAFF (10)

- ✓ Male or Female
- ✓ With or with out experience
- ✓ Graduate of any 4 years course
- ✓ With good communication skills
- ✓ Computer literate
- ✓ Fast learner
- ✓ Keen in details and can easily adopt to a new environment.
- ✓ Willing to work pasay city, makati city, quezon city, pasig city.

## ❖ PLUMBER (5)

- ✓ Male
- ✓ Graduate in any Related Field/ W/CERTIFICATE
- ✓ With experience in Plumbing
- ✓ With good moral character
- ✓ Willing to be assigned in taytay rizal, tanyag taguig city, pasay city
- ✓ physically fit

## ❖ AUTO ELECTRICIAN (10)

- ✓ male only
- ✓ graduate of automotive
- ✓ with or without experience
- ✓ preferably nearby store assignment
- ✓ With good moral character
- ✓ Physically fit

## ❖ JANITOR (2)

- ✓ MALE at least high school graduate
- ✓ with or without experience
- ✓ with good moral character
- ✓ willing to render over time
- ✓ willing to work shifting schedule
- ✓ willing to be assign in MANILA, PASIG CITY, MANDALUYONG CITY, PARANAQUE CITY, PASAY CITY, TAGUIG CITY and MANILA
- ✓ Physically fit

### ❖ **PRODUCTION CREW (50)**

- ✓ male
- ✓ at least high school graduate
- ✓ with or without experience
- ✓ willing to render over time
- ✓ willing to work shifting schedule
- ✓ willing to work cold area
- ✓ willing to work in tanyag taguig city, marilao bulacan
- ✓ Physically fit and no tattoo

### ❖ **AIRCON TECHNICIAN (10)**

- ✓ Male only
- ✓ Graduate of vocational or any 4 years related course
- ✓ With 6 months experience
- ✓ Willig to render over time
- ✓ With good moral character
- ✓ Willing to be assign in manila, taguig city, pasig city, quezon city, taytay rizal.
- ✓ Physically fit

### ❖ **PRODUCTION WORKER (30)**

- ✓ male
- ✓ at least high school graduate
- ✓ with or without experience
- ✓ willing to render over time
- ✓ willing to work shifting schedule
- ✓ willing to work cold area
- ✓ willing to work in SAN PEDRO LAGUNA
- ✓ Physically fit and no tattoo

### ❖ **DOCUMENTATION STAFF (2)**

- ✓ Female only

- ✓ **Graduate of any BUSINESS COURSE**
- ✓ **With 6 months experience**
- ✓ **Computer literate**
- ✓ **Knowlegable in SAP SYSTEM**
- ✓ **Can work under pressure with minimal supervision**
- ✓ **With good moral character**
- ✓ **Willing to work in taguig city**
- ✓ **Physically fit**

❖ **DATE NEEDED: JULY 15 TO JULY 31, 2018**