

MARIA MANAGEMENT SPECIALISTS CORP.

URGENT HIRING!!!

❖ SALES ASSOCIATE (13)

- ✓ **Must have finished at least 2 years or 4 semesters of college / vocational course**
- ✓ **With strong sales aptitude, persuasive and alert to customers' needs**
- ✓ **With outstanding communication skills**
- ✓ **Smart and pleasant**
- ✓ **Male**
- ✓ **At least 5'6 height**

Store Assignments

Abenson Festival - Midea Promoter

Automatic Festival/ATC - Carrier Promoter

Western Alabang - Condura Promoter

Wilcon Filinvest - Carrier Promoter

Imperial Las Pinas - Condura Promoter
Robinsons Las Pinas - Midea Promoter
Abenson Las Pinas- Toshiba Promoter
All Home Las Pinas-Toshiba Promoter
All Home Vista Mall Las Pinas- Toshiba Promoter
Western Las Pinas- Toshiba Promoter
All Home Starmall Alabang- Toshiba Promoter
Western Festival Mall- Toshiba Promoter
All Home Muntinlupa- Midea Promoter

❖ WEEKEND PROMOTER (12)

- ✓ **Female at least 5'1 in height**
- ✓ **Smart and with pleasing personality**
- ✓ **High School / College level**
- ✓ **With Skills & Ability for the Job**
- ✓ **Part Time Job (Friday to Sunday only).**

Store Assignments

Shopwise Sucat
Ever Sucat
SVI Sucat
South Alabang
Shopwise Alabang
Hypermarket Sucat
Puregold Paranaque
SM Mall of Asia

❖ MERCHANDISER (12)

- ✓ **Male at least 5'5 in height**
- ✓ **Smart and with pleasing personality**
- ✓ **High School / College level**
- ✓ **With Skills & Ability for the Job**

Store Assignments

Shopwise Sucat

Ever Sucat

SVI Sucat

South Alabang

Shopwise Alabang

Hypermarket Sucat

SM hypermarket Mall of Asia

Puregold Paranaque

❖ DATA ENCODER (3)

- ✓ **Graduate of BS Information Technology or any related course**
- ✓ ***TYPING SPEED OF 60 WORDS PER MINUTE***
- ✓ ***Proficient in Microsoft Office & Excel***

Assignment: Cubao, QC (Maria Corp.'s Office), Alabang (CMI Office), Makati (CDI Office)

❖ HR ASSISTANT (3)

- ✓ **Graduate of B.S. Human Resource Development Management or any related course**
- ✓ **M/F**
- ✓ **With exposure to recruitment procedures**
- ✓ **Excellent verbal & written communication skills**
- ✓ ***Fresh graduates are welcome to apply!***

Assignment: Cubao, QC (Maria Corp.'s Office)

• ACCOUNTING STAFF (3)

- ✓ **With college credits in Accounting**
- ✓ **Female only**
- ✓ **Background in accounting work an advantage.**
- ✓ **Knowledgeable in timekeeping and payroll and billing.**

- ✓ **Proficient in Microsoft Office & Excel**
- ✓ *Fresh graduates are welcome*

Assignment: Cubao, QC (Maria Corp.'s Office)

❖ OPERATIONS ASSISTANT (4)

- ✓ **Graduate of any Bachelor's Course**
- ✓ **M/F, 21-28 years old**
- ✓ **With strong oral & written communication skills**

Assignment: Cubao, QC (Maria Corp.'s Office)