

PLEASE CIRCULATE / POST AT YOUR BULLETIN BOARD

University of the Philippines
Diliman, Quezon City

BULLETIN OF VACANT POSITIONS # 25

POSITION	COLLEGE/UNIT	STATUS	MINIMUM QUALIFICATIONS				DEADLINE OF APPLICATION
			EDUCATION*	EXPERIENCE	TRAINING	ELIGIBILITY	
(1) LAUNDRY WORKER III (SG-6)	UP EXECUTIVE HOUSE, OFFICE OF THE PRESIDENT	Permanent LAW3-12-1998	Must be able to read and write	None Required	None Required	None Required (MC 11, s. 96-Cat III)	July 25, 2013
<i>Preferably knows how to cook and all around in household chores</i>							

Interested applicants may apply at the Human Resources Development Office,
located at the Mezzanine floor, Quezon Hall, UP Diliman with the following:
Letter of application
Transcript of records (impt: certified copy needed)
Certificate of eligibility
Certificates of trainings attended (*at the most, taken 5 years ago*)

Comprehensive resume with (1) 2x2 recent picture
Certificate/s of previous employment/s

For inquiries, call HRDO Recruitment Section :
Check out other job vacancies at <http://www.hrdo.upd.edu.ph>

APPROVED FOR POSTING:

ROSALINDA J. TINGCO
Chief, HRRD, HRDO

12 July 2013