

NOTICE OF JOB VACANCIES

1 GENERAL ACCOUNTANT

- Must be a CPA
- At least 25 years old
- Proficient in computer applications especially excel
- Speaks and write English
- Good scholastic records
- Strong personality
- Experience in export business an advantage
- Able and willing to work beyond 8 hours

Submit the following application documents online or personally to the HR Officer between 9:00 AM & 6:00 PM not later than May 18, 2015

Requirements:

- Resume with recent ID picture
- Official Transcript of Records
- Copy of PRC ID
- Certificate of Employment
- Character reference letter

At TARA DESIGNS (PHILS.), INC.
PEZA-BCEZ, Loakan, Baguio City
T-(07)447-3368
hr@taradesign.ph

1 ALL AROUND MAINTENANCE STAFF

- Male at least 25 yrs. Old
- Experience in basic mechanical works
- Experience as high speed sewing machine technician an advantage
- Willing to work on shift or overtime

IRONERS

- Male not more than 35 yrs. Old
- At least high school graduate
- At least 5'5" in height
- Perfect vision with sharp attention to details

- Physically fit and willing to work on shift or overtime

QUALITY CONTROL STAFF

- Female not more than 25 yrs. Old
- High school graduate or college level
- At least 5'5" in height
- Perfect vision with sharp attention to details
- Willing to work on shift or overtime

STRAIGHT SEWERS (EXPERIENCED AND TRAINEES)

- Male/Female not more than 25 yrs. Old for trainees; experienced can be more than 25 years old
- At least high school graduate
- Physically fit with perfect vision

Submit the following to the HR Office – Tara Designs (Phils.), Inc., SFB No. 2, PEZA-BCEZ, Loakan, Baguio City

- Scholastic records (OTR, Diploma or report card)
- Resume with recent ID picture
- Certificate of training
- Certificate of employment

Theodore B. Polahon
PEZA-Baguio City Economic Zone