Mapúa Institute of Technology is in need of highly qualified applicants for the following Non-Teaching positions as of December 1, 2014:

NON-TEACHING POSITIONS:

SCHOOL PHYSICIAN

PHYSICIAN – INTRAMUROS CAMPUS
- Doctor of Medicine (Registered Physician in the Philippines)
- With specialization in General/Family Medicine
- Exemplary communication and interpersonal skills

CENTER FOR GUIDANCE & COUNSELING

GUIDANCE COUNSELOR
- Must be a graduate of BS Psychology major in Guidance & Counseling
- Registered Guidance Counselor
- Exemplary communication and interpersonal skills
- Knowledgeable in MS Office applications
- With relevant working experience

DEVELOPMENT OFFICE FOR INFORMATION AND TECHNOLOGY

TECHNICAL ASSISTANT
- Must be a graduate of any business or related courses
- Exemplary communication and interpersonal skills
- Technical writing skill is an advantage
- With relevant working experience in ISO certified company

WEB DESIGNER
- Must be a graduate of any of the following programs: Computer Engineering, Computer Science, Information Technology or any related field
- Can Design and develop websites, mini sites and web pages using various web development technologies such as HTML, CSS, JavaScript, ASP.net, C# and JQuery, based on current trends in web design and industry best practices
- With at least two (2) years relevant working experience

SOFTWARE DEVELOPER
- Must be a graduate of any of the following programs: Computer Engineering, Computer Science, Information Technology or any related field
- Has In–depth knowledge and understanding of application coding methodologies and the SDLC model
• Adept in software development using database applications, client/server, multi-tier and .Net technology, systems analysis, development, planning, and documentation methods and standards
• With strong interpersonal and analytical skills
• With Exemplary communication and interpersonal skills
• With at least two (2) years working experience

QUALITY ASSURANCE ANALYST
• Must be a graduate of any of the following programs: Computer Engineering, Computer Science, Information Technology or any related field
• Knowledgeable in Unified Modeling Language (UML) and database design documentation
• Must have knowledge on Object-Oriented System Development Methodologies, software development and software development tool such as VB 6, ASP, JAVA
• Basic knowledge and understanding of application design methodologies and the SLDC model
• Basic decision making and problem solving skills
• Knowledgeable in MS Office applications
• Strong interpersonal and analytical skill
• Good in oral and written communication

SOFTWARE OPERATIONS MANAGER
• Must be a graduate of any of the following programs: Computer Engineering and Computer Science
• With basic knowledge and understanding of application coding methodologies and the SDLC model
• With basic knowledge on software development using database applications
• With basic knowledge on client/server, multi-tier and >net technology
• With basic knowledge on decision making and problem solving skills (i.e. debugging and testing) and experience with applications projects
• Good in oral and written communication
• Good leadership and management qualities

INSTITUTIONAL LABORATORY MANAGEMENT OFFICE
LABORATORY ASSISTANT
• Bachelor degree holder in Chemistry or any related Science courses
• Adept in laboratory equipment and operation
• At least six months to (1) one year related working experience
OFFICE OF ADMISSION & INTERNATIONAL PROGRAMS
CAREER AND INFORMATION OFFICER

- Must be a graduate of any of the following degree: AB Communication/ Mass Communication / Marketing graduate of any business or related program
- At least (2) two years relevant work experience, with emphasis on accurate dissemination of information to internal and external clients of the Institute through career/program orientations, talks, fairs and all other activities of the same nature.
- Exemplary communication and interpersonal skills

MAPUA – MAKATI ADMINISTRATION OFFICE
FACILITIES OFFICER

- Must be a licensed Mechanical, Electrical, Civil Engineer or Architect
- With basic knowledge of Excel, PowerPoint and Word.
- Preferably knows how to operate Autocad or Google Sketch
- Familiar in ISO documentation
- At least two (2) years related working experience.

SCHOOL OF CIVIL, ENVIRONMENTAL AND GEOLOGICAL ENGINEERING
COMPUTER PROGRAMMER III

- Bachelor’s degree in computer or IT or related program
- Excellent skills in software and hardware installation and trouble-shooting
- Good programming/scripting skills
- Good server administration and networking skills
- Knowledgeable in Web–based GIS and LIDAR Technologies
- Experienced in mobile application development
- Willing to work overtime

PROJECT ASSISTANT III

- Bachelor’s degree holder in Civil Engineering or related program
- Knowledgeable in GIS and flood modeling software
- Can communicate effectively
- Has ability to work as part of a team
- Willing to travel and conduct field surveys
- Willing to work overtime
RESEARCH ASSOCIATE

- Preferably with MS units
- Good skill in GIS and flood modeling software
- Can communicate effectively
- Good leadership skills
- Willing to travel and conduct field surveys
- Willing to work overtime

SENIOR SCIENCE RESEARCH SPECIALIST (Senior SRS)

- MS graduate in Civil Engineering, Geodetic Engineering, Geology, Agricultural Engineering or related programs
- Excellent skills in Arc–GIS and flood modeling software
- Good interpersonal skills
- Good leadership skills
- Willing to travel and conduct field surveys
- Willing to work overtime

Mapúa Institute of Technology is continuously accepting applications for teaching positions in the following programs as of November 18, 2014:

TEACHING POSITIONS:

ENGINEERING PROGRAM

- Must be a graduate of either: Civil, Chemical, Electrical, Electronics, Industrial, Mechanical, Environmental and Sanitary Engineering
- Must be a Licensed Engineer
- Master’s Degree holder
- Exemplary communication skills
- Full–Time and Part–Time positions available

COMPUTER ENGINEERING PROGRAM

- Must be a Computer Engineering graduate
- Master’s Degree holder
- Exemplary communication skills
- Full–Time and Part–Time positions available

INFORMATION TECHNOLOGY PROGRAM
• Must be a graduate of Computer Science/Information Technology
• Master’s Degree holder
• Exemplary communication skills
• Knowledge in Database Systems and/or Application in Design.
• Knowledge in Web Programming
• Full–Time and Part–Time positions available

MATH AND PHYSICS SUBJECTS
• Must be a graduate of any of the following programs: Civil, Chemical, Electrical, Electronics, Mechanical, Environmental and Sanitary Engineering
• Must be a licensed engineer
• Master’s Degree holder
• Exemplary communication skills
• Full–Time and Part–Time positions available

ENGLISH / FILIPINO / HUMANITIES / SOCIAL SCIENCES SUBJECTS
• Must be a graduate of any of the following programs: Psychology, Humanities, Philosophy, Political Science, Sociology, Linguistics/Languages or equivalent
• Master’s Degree holder
• With at least two years teaching experience
• Exemplary communication skills
• Preferably with industry experience (For English Instructor applicants)
• Full–Time and Part–Time positions available

ARCHITECTURE AND INDUSTRIAL DESIGN PROGRAM
• Must be a graduate of Architecture or Industrial Design
• Master’s Degree holder
• Must be a Licensed Architect
• Exemplary communication skills
• Full–Time and Part–Time positions available

MULTIMEDIA ARTS & SCIENCES PROGRAM
• Must be a graduate of any of the following programs: Multimedia Arts, Fine Arts, Visual Arts or equivalent
• With industry/teaching experience
• Master’s Degree holder
• Exemplary communication skills
• Full–Time and Part–Time positions available
Interested applicants may submit their RESUME and TRANSCRIPT OF RECORDS to madcrisostomo@mapua.edu.ph.

Attachments must not exceed 3MB.

For inquiries, please call 247–5000 local 1305/1306 or 336–6097 and look for Ms. Melissa Ann D. Crisostomo