



Empowering Roads.
Empowering Business.

03 July 2013

MS. MYLA A. LA TORRE/ MR. RUSSEL LOU TAN

Career Services Office
Mapua Institute of Technology (MIT)
Manila and Makati Campus

Dear MIT Career Services Office:

Our company, Power Plates Development Concepts, Inc. is the country's authorized license plate maker with more than 100 clients serving the private and government sector. In support with the government's thrust to modernize and standardize the entire license plates in the Philippines, we have urgent personnel hiring for the following positions who may contribute to the overall success and development of this major government projects, to wit:

A.) Accounting Officers

- Graduate of B.S. Accountancy
- CPA is a plus factor or non-CPA
- Knowledgeable of MS accounting software
- With pleasing personality, people-friendly and team player
- Can work under light supervision with results, dedicated and willing to learn other areas of accounting-government protocols
- Salary grade within industry standards

B.) Information Technology Officers

- Graduate of any I.T. course
- Knowledgeable of I.T. based software management/ procedures
- With pleasing personality, people friendly and team player
- Can work under light supervision with results, dedicated and willing to learn other areas of private I.T. solutions- government protocols
- Salary grade within industry standards



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C.) Management Staff/s

- Graduate of any college course
- Knowledgeable of MS office applications
- Preferably male, with pleasing personality and public relations, people friendly and team player
- Directly reporting to the Managing Director
- Salary grade within industry standards

D.) Delivery and Inventory Personnel/s

- Graduate is a plus factor, undergraduate of any course
- Directly reporting to the Project Inventory Officer
- Salary grade within industry standards

Note: The place of work shall be located in Bacood, Sta. Mesa under Power Plates Inc. Facility #2

For any interested applicants, please provide the following upon application to our company (1) SSS number, (2) Philhealth number, (3) NBI or police clearance (4) other credentials/ school records for ready reference. Applicants may submit their resume through powerplates@yahoo.com, we will only call shortlisted applicants for initial interview.

Thank you very much for your participation.

Very truly yours,



CHRISTIAN S. CALALANG
Managing Director

