VICE PRESIDENT for SALES & MARKETING
• Graduate of BSEE or BSECE
• Must be a registered EE or ECE
• Minimum 8 years relevant and solid experience
• Excellent negotiation, presentation, organizational and multi-tasking skills
• Familiarity with the preparation and participation in government biddings, an advantage

VICE PRESIDENT for OPERATIONS
• REE or PEE
• Minimum 15 years experience in the field of electrical testing and maintenance/substation construction/design/automation/relaying or system protection

VICE PRESIDENT for ENGINEERING
• Graduate of BSEE or BSECE
• Must be a registered EE or ECE
• Minimum 8 years relevant experience in relaying, testing, automation, repairs, etc.
• Familiarity with the preparation and participation in government biddings, an advantage

SALES ENGINEERS / TECHNICAL SERVICES ENGINEERS
• Graduate of BSEE or BSECE
• At least 3 years experience in covering contractors, industrial and power plants, commercial buildings, power utilities
  * Open to fresh graduates

ACCOUNTANT / ACCOUNTING STAFF
• Graduate of BS Accountancy
• At least two (2) years experience in all facets of accounting computer literate
  * Open to fresh graduates

IT STAFF / OFFICE STAFF
• Graduate of Computer Science/Information Technology or its equivalent
• At least one (1) year related work experience
• Knowledgeable in installing, configuring, monitoring, maintenance, upgrade and repair of computer hardware, operating systems, software applications, networks, printers, scanner, managing and maintaining websites and conducting computer forensics; E-marketing capability is a plus.
  * Open to fresh graduates

ELECTRICAL TECHNICIAN
• Graduate of 2-3 years Vocational/Technical Course/Industrial Technology or Electrical/Electronic Technician Course
• At least 2 years experience in testing of relays, meters, transformers, switchgears, breakers, disconnect switches, power cables
• Knowledgeable in maintenance tools and testing equipment
• Communication skills and Time Management Skills
  * Open to fresh graduates

TEST ENGINEER
• Electrical Engineering graduate/Male
• Preferably with at least 2 years work experience in the same field or function
• Knowledgeable in substation operations process including substation equipment/maintenance and testing process/testing of relays/transformers/generators/breakers/transducers
• Background/experience in QC/QA/Testing of control panels and/or switchgear protection/controls/electrical design
• Preferably knows how to drive
  * Open to fresh graduates

Comprehensive resume with photo and transcript of records can be emailed to:
mail@sunertech.com
**COMPANY INFORMATION:**

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Sunertech Corporation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Address:</td>
<td>2/F The Victoria Plaza, #41 Annapolis St., Greenhills, San Juan City</td>
</tr>
<tr>
<td>Type of Industry:</td>
<td>Trading</td>
</tr>
<tr>
<td>Phone No:</td>
<td>7270621 / 7247203 / 7250465</td>
</tr>
<tr>
<td>Website:</td>
<td><a href="http://www.sunertech.com">www.sunertech.com</a></td>
</tr>
<tr>
<td>Fax No:</td>
<td>7212271</td>
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**JOB INFORMATION:**

<table>
<thead>
<tr>
<th>Requirement:</th>
<th>Trainee (OJT)</th>
<th>Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment Status:</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Opening Date:</td>
<td>For Immediate Hiring</td>
<td></td>
</tr>
<tr>
<td>Closing Date:</td>
<td>NA</td>
<td></td>
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</tbody>
</table>

**Job Description:**

Develop and coordinate sales selling cycle and methodology;  
Direct and oversee company marketing function to identify and develop new customers for products and services;  
Research and develop strategies and plans which identify marketing opportunities, direct marketing, and new project development;  
Analyze and evaluate effectiveness of sales, methods, costs, and results;  
Directly manage major and critical developing client accounts, and coordinate the management of all other accounts;  
Participate in the development of new project proposals;  
Establish and implement short- and long-range goals, objectives, policies, and operating procedures

**Qualifications:**

Graduate of BSEE or BSECE;  
Must be a registered EE or ECE;  
Minimum 8 years relevant and solid experience;  
Excellent negotiation, presentation, organizational and multi-tasking skills;  
Familiarity with the preparation and participation in government biddings, an advantage

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**Contact Person:** Ms. Lourdes de Leon  
**Designation:** Accounting and Admin Associate  
**Email Address:** mail@sunertech.com  
**Tel./Fax No:** Tel. 7270621/7247203 Fax: 7212271

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**ATTACHMENTS**

Select the appropriate attachment(s) for submission.

- Company Profile
- SEC Registration
- Letter of Intent

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**EUNICE C. CAPALAD**  
Placement Officer  
**Date**
Company Name: Sunertech Corporation
Company Address: 2/F The Victoria Plaza, #41 Annapolis St., Greenhills, San Juan City
Type of Industry: Trading
Phone No: 7270621 / 7247203 / 7250465
Website: www.sunertech.com
Fax No: 7212271

Job Description:
Create, communicate, and implement the organization’s vision, mission, and overall direction;
Lead, guide, direct, and evaluate the work of other executive leaders including assistant vice presidents, directors, and managers;
Formulate and implement the strategic plan that guides the direction of the business or their area of responsibility;
Achieve the organization’s overall strategic goals and profitability requirements as determined by the strategic plans;
Form, staff, guide, lead, and manage the organization sufficient to accomplish the vice president’s responsibilities and job requirements;
Oversee the complete operation of the organization in accordance with the direction established in the strategic plans;
Evaluate the success of the organization;
Maintain awareness of both the external and internal competitive landscape, opportunities for expansion, customers, markets, new industry developments and standards

Qualifications:
REE or PEE;
Minimum 15 years experience in the field of electric testing and maintenance / substation construction / design / automation / relaying or system protection
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Manage all the operations and activities of the technical services department;

Develop systems and procedures or programs to improve the operating quality and efficiency of the Technical Sales Department;

Coordinate with principals and other departments to improve company production, profits, and efficiency;

Assist staff in resolving complex or out of policy operation problems;

Make strategies to meet department productivity and quality goals

**Job Description:**

Graduate of BSEE or BSECE;

Must be a registered EE or ECE;

Minimum 8 years relevant experience in relaying, testing, automation, repairs, etc.;

Familiarity with the preparation and participation in government biddings, an advantage

**Qualifications:**

For Agency: POEA License:

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**ATTACHMENTS**

To all interested applicants, Please send your updated resume to:

**Contact Person:** Ms. Lourdes de Leon  
**Designation:** Accounting and Admin Associate  
**Email Address:** mail@sunertech.com  
**Tel./Fax No:** Tel. 7270621/7247203  Fax: 7212271

**For CCS use only**

Company Profile  SEC Registration  Letter of Intent

**EUNICE C. CAPALAD**  
Placement Officer

**Date**
Work closely with the Sales Team to create and manage the technical strategy for opportunities in support of revenue goals; Sell effectively to prospects via technical presentations, product demonstrations and written or verbal communications; Respond to prospects’ sales and technical needs and inquiries in a timely manner; Demonstrate comfort working directly with customers in the sales and account management process; Render support for new clients who could benefit from company products or services and maximizing customer potential in areas of assignment; Travel to visit existing and potential clients.

Graduate of BSEE or BSECE; At least 3 years experience in covering contractors, industrial and power plants, commercial buildings, power utilities

*Open to fresh graduates

Qualifications:
**COMPANY INFORMATION:**

- **Company Name:** Sunertech Corporation
- **Company Address:** 2/F The Victoria Plaza, #41 Annapolis St., Greenhills, San Juan City
- **Type of Industry:** Trading
- **Phone No:** 7270621 / 7247203 / 7250465
- **Website:** www.sunertech.com
- **Fax No:** 7212271

**JOB INFORMATION:**

- **Requirement:** Employment
- **Designation:** Electrical Technician
- **Salary/Allowance:** NA
- **Opening Date:** For Immediate Hiring
- **Closing Date:**

Perform maintenance activities in accordance with the contractual agreement with customer;
Perform equipment testing as defined in the Equipment Manual and/or Work Instructions;
Prepare report for the completed work;
Equipment trouble shooting;
Maintenance of tools and equipment used in operations;
Implement the requirements of the documented Quality Management System

**Job Description:**

Graduate of 2-3 years Vocational/Technical Course, Industrial Technology or Electrical/Electronic Technician Course;
At least 2 years experience in testing of relays, meters, transformers, switchgears, breakers, disconnect switches, power cables;
Knowledgeable in maintenance tools and testing equipment;
Communication and time management skills

*Open to fresh graduates

**Qualifications:**

- Graduate of 2-3 years Vocational/Technical Course, Industrial Technology or Electrical/Electronic Technician Course;
- At least 2 years experience in testing of relays, meters, transformers, switchgears, breakers, disconnect switches, power cables;
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Fax No: 7212271
Website: www.sunertech.com

JOB INFORMATION:

Requirement: Employment
Employment Status: NA
Opening Date: For Immediate Hiring

Designation: Test Engineer
Salary/Allowance: NA
Closing Date: 

Job Description:
Perform maintenance activities in accordance with the contractual agreement with customer;
Plan and evaluate suitability of equipment for procurement;
In charge of developing technical specifications, standards and procedures;
Coach and guide technicians in the performance of maintenance and/or testing activities

Qualifications:
Electrical Engineering graduate / Male;
Preferably with at least 2 years work experience in the same field or function;
Knowledgeable in substation operations process including substation equipment/maintenance and testing process/testing of relays/transformers/generators/breakers/transducers;
Background/Experience in QC/QA/Testing of control panels and/or switchgear protection/controls/electrical design;
Preferably knows how to drive
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EUNICE C. CAPALAD
Placement Officer

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CENTER FOR CAREER SERVICES
MAPUA INSTITUTE OF TECHNOLOGY
2F Admin Bldg, Office of the Vice Pres. for Student Affairs, 658 Calle Muralla St., Intramuros Manila, 1200 Philippines
T: 247.5000 local 1202 I TF: 3010102 I www.mapua.edu.ph I career_services@mapua.edu.ph