

WE'RE LOOKING FOR
HEALTH PROGRAM COORDINATOR
(Work base: Processing Plant, Compostela, Cebu)

Job Responsibilities:

- Performs administrative duties which includes health services and program development, implementation, monitoring and evaluation, coordination
- Manage day-to-day operation of a program that is designed to improve the physical state and wellness of employees
- Maintaining health records and submits annual reports, and gives suggestions to improved conditions of worker's health.

Qualifications:

- Candidate should have a Bachelor's degree in Nursing or equivalent course in health care administration
- Preferably with at least 2 years professional journey level experience in health field including coordination and supervision of health programs
- Preferably with Basic Occupational Safety and Health (BOSH) Certification
- Computer Literate and proficient in MS Office Application
- Willing to work in Compostela, Cebu

To apply: Send us your updated resume and a copy of your TOR through

E-mail: vfihf.mgcfamero@gmail.com

For inquiries, call: 0917-720-1393 (Globe) / 0920 – 956 - 2495 (Smart)
(Look for Ms. Mary Grace C. Famero)