

WE'RE LOOKING FOR AN **EVENTS COORDINATOR**

(WORK BASE: Bacaolod)

QUALIFICATIONS:

- Graduate of any 4 year business related course, preferably major in Marketing, Entrepreneurship or equivalent
- Excellent communication skills both in oral and written
- Good organizational skills and keen to details
- Able to negotiate, organize and delegate and can work under pressure
- Willing to work irregular hours, weekends and public holidays (90-95% filed work
- Enjoys working with other people
- Fresh graduates are encouraged to apply

To apply, send us your application letter, resume and TOR (photocopy) through

E-mail: <u>vfihr.westvisayas@gmail.com</u>

We are located at Door 5H, UTC Mall, Alunan-Araneta Sts., Bacolod City (Near Bongbong's)

For inquiries, call: 0917 310 3839 (Globe) or 0939 564 0917 (Smart)















(Look for Ms. Rizza Jo Nicolasora)











