

WE ARE LOOKING FOR LABOR AND LITIGATION OFFICER

(Work Base: Head Office, Cebu City)

Key responsibilities:

- Manage labor-related concerns, including employee accountabilities and disputes
- Handle legal cases involving the company, particularly labor and employment matters, civil and/or criminal cases involving employee accountabilities, among others
- Conduct legal research and draft necessary legal documents
- Ensure compliance with labor laws and company policies
- Coordinate with external legal counsels and relevant government agencies

Qualifications:

- Graduate of Bachelor's Degree in Law (LLB) or Juris Doctor (JD)
- Member of the Philippine Bar in good standing
- Excellent written and verbal communication skills
- Strong legal research, drafting and analytical skills
- Ability to handle labor and litigation cases
- Willing to learn
- Newly admitted members of the Bar are encouraged to apply

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

E-mail: vfhrtafinance@gmail.com

For inquiries, call: 0917 145 0934 (Globe)

(Look for Ms. Ghelikka Rae M. Rondero)