



WORK FOR SOCIAL DEVELOPMENT



CONSUELO
'CHITO'
MADRIGAL
FOUNDATION
BIKOL

WE ARE HIRING!

LEGAL ASSISTANT

QUALIFICATIONS

- Graduate of Legal Management or Bachelor of Laws.
- Dependable and can work with less supervision.
- Has good research and reporting skills.
- With background in Legal administration.
- Has good organization and planning skills.

HOW TO APPLY?

INITIAL REQUIREMENTS

1. Resume
2. Application Letter addressed to
Fr. Wilmer Joseph S. Tria
Chief Executive Officer
Consuelo "Chito" Madrigal
Foundation-Bikol

WAYS TO SUBMIT APPLICATION

1. Submit Personally to the HR Office:
1/F Madrigal Center for Social
Entrepreneurship, Ateneo de Naga
University, Bagumbayan Sur, Naga City.
2. Email requirements:
 - hrofficer.ccmfbikol@gmail.com
 - hassistant.ccmfbikol@yahoo.com

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