



PHILIPPINE SPORTS COMMISSION

RMSC, PABLO OCAMPO SR. ST. MALATE, MANILA



**WE ARE
HIRING**

PROPERTY CUSTODIAN

Qualification Standards:

- Bachelor's degree in Business Administration, Management, or a related field.
- With 1-2 years of experience in inventory or asset management.
- Familiarity with inventory systems; knowledge of government procurement is a plus.

Skills and Attributes:

- Strong organizational and inventory management skills.
- Attention to detail and accuracy in tracking assets.
- Good communication and problem-solving abilities.
- Ability to prioritize tasks and handle multiple responsibilities.

DEADLINE OF SUBMISSION : September 18, 2024

Interested applicants are requested to submit their latest/updated Personal Data Sheet and Transcript of Records to:

**Personnel Office
Philippine Sports Commission
RMSC, P. Ocampo Sr. Street (Vito Cruz)
Malate, Manila
Email address: hr@psc.gov.ph**

