

Internship

Opportunity Board

October 2024

Internship

“My advice for future interns would be to make the most of it. Take every opportunity to learn from your bosses and people who have worked in your industry as well as doing some sightseeing!” — Bre, Human Resources Intern through BUNAC program

RCBC

Role	Opportunity Details
Internship Program	<ul style="list-style-type: none"> • Location / Work Set-up: Makati, Taguig • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: 30 • Salary: PHP 14,300 / Month • Start Date: Ongoing • Applications Open: 3 Oct 2024 • Applications Close: 14 Mar 2025
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Choose between Digital Technology or Sales Track • Open to 3rd year and 4th-year college students • Receive an allowance while gaining experience

Monde Nissin Corporation

Role	Opportunity Details
Internship Opportunities	<ul style="list-style-type: none"> Location / Work Set-up: Multiple Location - NCR, Calabarzon Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: 4-10 Salary: PHP 1,000 - 10,000 / Month Start Date: ASAP Applications Open: 15 Jul 2023 Applications Close: 15 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> An intern is primarily a support role – at least in the beginning. When you join up, your main job will be to assist, learn, and grow. After you’ve settled in, you’ll be expected to pull your own weight. See more about Your Role. 	<ul style="list-style-type: none"> College Undergraduates who are currently on their 3rd and 4th-year level. Willing to undergo 3 months to 5 months internship. Must be willing to be assigned to Pasig or Laguna

Kadence Philippines

Role	Opportunity Details
Internship Program	<ul style="list-style-type: none"> • Location / Work Set-up: Ortigas Center / Hybrid (Company laptop will be provided) • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: 1 • Salary: PHP 4,000 / Month (Php 8000 upon completion of the 300-hour internship) • Start Date: ASAP • Applications Open: 16 Oct 2024 • Applications Close: 30 Nov 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Project Management • Leads Generation • Data analytics • Creating reports and forecasts 	<ul style="list-style-type: none"> • College or University student enrolled in the current school year • Strong analytical and planning skills • Excellent communication and presentation skills • See more for Minimum Qualification.

Globe Telecom

Role	Opportunity Details
Undergraduate Internship	<ul style="list-style-type: none"> • Location / Work Set-up: Taguig City • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Understands the overall concept of the company, including the brand, customer, product goals, and all other aspects of service. • Rotates through the divisions of responsibility and provides ideas to grow and improve the business. • Accepts designated, business-focused projects to research, propose ideas and solutions, and present the final project during the internship. 	<ul style="list-style-type: none"> •

Seabank Philippines

Role	Opportunity Details
Internship	<ul style="list-style-type: none"> • Location / Work Set-up: Manila • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Assist in tasks specific to the assigned department for internship (Marketing) • Tasks include conceptualizing, coordinating, and monitoring department-specific projects • Collaborate closely with team members on their daily task assignments. • Assist in process improvements and/or support the business activities of their respective departments. 	<ul style="list-style-type: none"> • Must be a third or fourth-year college student currently enrolled in a university with a degree in Management, Business Administration, Decision Science, Mathematics, Statistics, or any related degree. • Voluntary Internship (not required by the school) • Intermediate to advanced knowledge of MS Excel • See more for About You.

Shopee Philippines

Role	Opportunity Details
Internship	<ul style="list-style-type: none"> Location / Work Set-up: Manila, Hybrid Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: 50-100 Salary: Start Date: Ongoing Applications Open: 1 Jan 2024 Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Assist in tasks specific to the assigned department for internship (Business Development, Business Intelligence, Finance, Marketing, Operations, People, Scommerce, and SPX Express). Tasks include conceptualizing, coordinating, and monitoring department-specific projects. Collaborate closely with team members on their daily task assignments. Assist in process improvements and/or support the business activities of their respective departments. 	<ul style="list-style-type: none"> Must be an undergraduate student and currently enrolled in a university with a relevant degree. Good communication and interpersonal skills. Proficient in MS Office (Word, PowerPoint, and Excel) and Google Workspace (Docs, Slides, and Sheets). See more for About You.

Samsung Philippines

Role	Opportunity Details
<u>Internship Program</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Manila, Hybrid • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Understand and implement software-related requirements accurately to provide software that meets its purpose. • Develop software effectively based on understanding web standards and device environment(hardware/software). • Support the implementation of web applications based on specifications. • Participate in solving issues coming from the verification department or market and support improving application quality. 	<ul style="list-style-type: none"> • Typical entry point for high school or vocational college graduates. • Acquires and applies job skills and learns the company policies and procedures to complete assigned tasks that are routine/semi-routinely in nature. • Normally follows established procedures at work. Requires instructions on tasks.

Century Pacific Food

Role	Opportunity Details
Internship for RSPo Foundation	<ul style="list-style-type: none"> Location / Work Set-up: Hybrid - Pasig Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: 1-2 Salary: PHP 80 - 100 / Day Start Date: 4 Nov 2024 - 18 Nov 2024 Applications Open: 22 Oct 2024 Applications Close: 29 Nov 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Assist in responding to queries in RSPo Foundation's official Facebook and Instagram accounts Assist in content planning and content creation for release to RSPo Foundation's Facebook and Instagram accounts Assist in creating a directory of contacts for the Foundation See more for other Tasks. 	<ul style="list-style-type: none"> Educational Background: undergraduate student of any social development-related courses (i.e. Bachelor of Science in Psychology) Work Experience: none required

Business & Management

Business & Management

“Success seems to be connected with action. Successful people keep moving. They make mistakes, but they don’t quit.” — Conrad Hilton

P&A Grant Thornton

Role	Opportunity Details
Business Development Associate	<ul style="list-style-type: none"> Location / Work Set-up: Makati City Opportunity Type: Graduate Job or Program Number of Vacancies: 1 Salary: PHP 21,000 - 24,000 / Month Start Date: ASAP Applications Open: 17 Sep 2024 Applications Close: 29 Nov 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Develop client intelligence including research on client news, maintenance of updated information, and analysis of client engagements to discover and strategize potential business growth opportunities encouraging cross selling among service lines. Lead and manage client satisfaction process to understand customer feedback, drive improvements, and maximize client loyalty as brand promoters. Lead and manage client segmentation process to profile clients and develop programs to engage them. See more for other Primary Duties & Responsibilities. 	<ul style="list-style-type: none"> Bachelor’s degree in Business, Accountancy, Management, Social Studies, or other related fields Preferred competencies on data analytics, project management, research, and case study writing/business feature writing Proficient in MS Tools (Word, Excel, and PowerPoint) B2B experience is preferred See more for Preferred Qualifications.

PJ Lhuillier Group of Companies

Role	Opportunity Details
Business Development Officer / Relationship Officer	<ul style="list-style-type: none"> • Location / Work Set-up: • Opportunity Type: Graduate Job or Program • Number of Vacancies: 5 • Salary: PHP 35,000 - 50,000 / Month (Salary range will depend on your qualifications and performance during the recruitment process.) • Start Date: ASAP • Applications Open: 17 Apr 2023 • Applications Close: 14 Mar 2030
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Maintain long term relationship with existing partners and maximize the value of such partnership to the business • Identify potential partners and key contact to establish relationship and drive new business opportunity for the bank • Maintain and improve contractual engagement with digital partners while ensuring bank's interests are protected • See more for other Responsibilities. 	<ul style="list-style-type: none"> • Graduate of BS Marketing or any business-related course • At least two (2) years work experience in the related field is required • Knowledgeable in Relationship Management • Willing to work in Makati

eData Services

Role	Opportunity Details
Accounting Associate	<ul style="list-style-type: none"> Location / Work Set-up: Mckinley, Taguig City Opportunity Type: Graduate Job or Program Number of Vacancies: 4-6 Salary: PHP 20,000 - 22,000 / Month (15k signing bonus, Meal and Transportation Allowance, and Shuttle Services) Start Date: ASAP Applications Open: 2 Oct 2024 Applications Close: 30 Nov 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Delivers services to a client. The role will provide a wide range of services such as Bookkeeping, Data Processing, Data Analysis, and Reconciliation. The task also entails bookkeeping entry and matching of expense receipts, and weekly expense report generation through software. 	<ul style="list-style-type: none"> Graduates of Accounting, Finance, Mathematics or any business-related course Has Basic Computer Knowledge Willing to work US hours-graveyard shift Preferably with an accounting and bookkeeping background See more for Minimum Qualifications.

Belo Medical Group

Role	Opportunity Details
<u>Accounting Specialist</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Makati City, Quezon City, San Juan • Opportunity Type: Graduate Job or Program • Number of Vacancies: 3-5 • Salary: PHP 17,000 - 20,000 / Month (Meal Allowances, 13th and 14th Month Bonus) • Start Date: ASAP • Applications Open: 17 Apr 2023 • Applications Close: 17 Apr 2025
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • The Accounting Specialist is responsible for the efficient evaluation of financial and operating control systems, accounting procedures and practices in the clinic; also for the clinic's product inventory, sales, cash, and fixed assets. 	<ul style="list-style-type: none"> • Minimum

Aurecon PH

Role	Opportunity Details
<u>Accounting Intern</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Pasig City • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: 3 • Salary: PHP 454 / Day • Start Date: 14 Oct 2024 - 28 Oct 2024 • Applications Open: 12 Sep 2024 • Applications Close: 31 Oct 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Studying a Bachelor of Science in Accountancy, Finance Management, or any related courses. • Strong relationship-building skills and a mindset to push boundaries. • Enthusiasm for learning and owning your career adventure.

Federal Land

Role	Opportunity Details
Account Manager	<ul style="list-style-type: none"> Location / Work Set-up: Pasay, BGC, Makati, Ortigas, Binondo, Manila, Quezon City, Marikina, Cebu Opportunity Type: Graduate Job or Program Number of Vacancies: 5-30 Salary: PHP 25,000 - 30,000 / Month Start Date: ASAP Applications Open: 25 Apr 2024 Applications Close: 31 Dec 2025
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Processes client transactions, and requirements Takes charge of promoting, marketing, and selling FLI properties Fosters professional networks See more for other Job Descriptions. 	<ul style="list-style-type: none"> College graduate of any 4-year course Strong interpersonal skills Good oral and written communication skills See more for other Minimum Qualifications & Experience.

Security Bank Corporation

Role	Opportunity Details
Junior AP/ Expense Analyst	<ul style="list-style-type: none"> • Location / Work Set-up: Makati • Opportunity Type: Graduate Job or Program • Number of Vacancies: 1 • Salary: PHP 190,000 - 210,000 / Year • Start Date: Ongoing • Applications Open: 7 Oct 2024 • Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • As a Junior AP/ Expense Analyst, you will be responsible for timely and accurate processing invoices and completeness and accuracy of supporting documents, and accounting entries. Ensuring accurate accounting entries, application of applicable taxes and compliance to existing Bank policies and existing Service Level Agreement (SLA's). Maintaining and observe existing internal control. • See more for other About the Role. 	<ul style="list-style-type: none"> • Bachelor's Degree in Business Administration, Accounting, Banking and Finance or any related field • With accounting or relevant work experience is an advantage • Fresh graduates are welcome to apply

The Back Room Offshoring Inc.

Role	Opportunity Details
Business Management/Economics Intern	<ul style="list-style-type: none"> • Location / Work Set-up: Clark, Pampanga • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: PHP 200 / Day (Daily Allowance) • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Assist in drafting sales proposals for ongoing deals and coordinate necessary follow-throughs with Salespeople and Account Managers. • Collaborate with the Sales Onboarding Coordinator to create client service agreements and ensure the smooth flow of client Onboarding processes. • See more for other Your Role. 	<ul style="list-style-type: none"> • Communication Skills: Strong verbal and written communication skills to effectively interact with team members and clients. • Organizational Skills: Ability to prioritize tasks, manage time effectively, and maintain a well-organized workflow. • Attention to Detail: Meticulous attention to detail to ensure accuracy in documentation and record-keeping. • See more for About You.

J.P. Morgan Philippines

Role	Opportunity Details
Human Resources Development Program - Summer Analyst	<ul style="list-style-type: none"> • Location / Work Set-up: Manila • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: ASAP • Applications Open: 1 Jul 2024 • Applications Close: 31 Jan 2025
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Contribute to strategies and projects in areas such as compensation, recruiting, performance management, and employee relations. • Develop in-depth HR acumen across different areas such as New Joiner Experience, Talent & Career Development Experience, Employee Digital & Service Experience, Total Rewards, Conduct and Policy. • Support your aligned teams with initiatives and day-to-day work to help the business and the employees thrive. 	<ul style="list-style-type: none"> • A well-rounded academic background. • Pursuing a Degree qualification with an expected graduation date between September 2025 and July 2026 (All degree disciplines and majors considered). • Working knowledge of MS Office (Excel, Word, PowerPoint, Outlook). • See more for About You.

Conifer Health Solutions

Role	Opportunity Details
Human Resources Intern	<ul style="list-style-type: none"> • Location / Work Set-up: Taguig City • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: ASAP • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • The Recruitment Intern will be mainly responsible for assisting the Recruitment Team in identifying suitable candidates, social media postings, recruiting processes, internal database compliance, and completion of candidate profiles. • See more for other Your Role. 	<ul style="list-style-type: none"> • Preferably taking up BS/AB Psychology, Behavioral Science, or Human Resource. Must be amenable to work on-site (BGC Taguig) between 12 pm to 9 pm - weekdays. Can provide an endorsement letter from the school. • See more for About You.

Creative Arts

Creative Arts

“Creativity is allowing yourself to make mistakes. Art is knowing which ones to keep.” — Scott Adams

VML

Role	Opportunity Details
Creative Art Intern	<ul style="list-style-type: none"> Location / Work Set-up: Manila Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Assist in end-to-end Art/Copy development for multiple client assignments. Assist in brand and design consistency on all interactive projects. Ensure concept/copy/tone consistency across client initiatives. See more about Your Role. 	<ul style="list-style-type: none"> Understanding of technical audience and industry demand chains. Must be proactive, a self-starter, and an excellent communicator both verbal and written. Able to create coherent and persuasive presentations with proficiency in Word, Excel, Outlook, and PowerPoint.

Ninja Van Philippines

Role	Opportunity Details
Creative Marketing Intern (Graphic Design)	<ul style="list-style-type: none"> Location / Work Set-up: Makati, Hybrid Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Ensure consistent branding across media types, gaining clearance from the Brand Marketing team. Design and create print and digital materials, including social media graphics and website artwork. Hands-on experience in logo design, typography, web/print production, animation, and photo/video editing. See more about Your Role & Responsibilities. 	<ul style="list-style-type: none"> Pursuing a Bachelor's degree in Graphic Design, Multimedia Arts, Information Design, Film Production, Advertising, Marketing, or a related field. Experience in graphic design, multimedia design, art direction, and concept development. Proficiency in layouts, graphic fundamentals, typography, print, and web design. See more for About You.

Vero Marketing Services Philippines Corporation

Role	Opportunity Details
<u>Creatives Interns</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Hybrid Setup • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: 2-3 • Salary: PHP 10,000 - 12,000 / Month • Start Date: Ongoing • Applications Open: 1 Jul 2024 • Applications Close: 30 Jul 2025
Your Role/Job Responsibilities	About You/Job Qualifications
<p>Copywriter Intern</p> <ul style="list-style-type: none"> • Participate in creative briefs and content development together with our Creatives team • Contribute creative input in the agency's own communication and messaging • Write different types of content such as press releases, editorials, blogs, and social media posts • Reports progress and proposal to key team members of the projects assigned. <p>Graphic Design Intern</p> <ul style="list-style-type: none"> • Participate in creative briefs, brainstorming, and visual development with the Creatives team • Collaborate with the Accounts and Creatives team for brainstorming and visual development • Reports progress and proposal to key team members of the projects assigned 	<p>Copywriter Intern</p> <ul style="list-style-type: none"> • The Everything Enthusiast/All-Knowing A • 4th year/graduating college student enrolled in Mass Communication, Journalism, Literature, or a related course • Good writing skills (creative, formal, essay, script, social media, blog), strategic thinking, storytelling, research <p>Graphic Design Intern</p> <ul style="list-style-type: none"> • The Attractor/Captivator A • 4th year/graduating college student enrolled in Multimedia Arts or a design-related course • Able to apply strategy in design, keen to creative details, knowledgeable in using the Adobe Creative Suite, particularly Photoshop and Illustrator

ROC.PH Digital Marketing Services

Role	Opportunity Details
Creative Multimedia Apprenticeship Trainee	<ul style="list-style-type: none"> • Location / Work Set-up: Remote • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • As an apprentice, you'll have the opportunity to train alongside professional creative multimedia experts and expand your skill set. Your responsibilities will vary depending on the program, but you can expect to assist in the creation of visual materials for marketing, education, communication, and other purposes. 	<ul style="list-style-type: none"> • This position is ideal for recent graduates or individuals who are willing to undergo the Graduate Program Apprenticeship Training for a period of 6 to 12 months. To accommodate the flexibility of remote work inside the metaverse or virtual office, they require the apprentices to have a stable internet connection and access to a minimum i5 laptop or computer (or similar). As a self-starter, you'll have the independence to work from home while demonstrating your ability to thrive under pressure and manage constructive criticism

LawAdvisor PH

Role	Opportunity Details
Marketing and Creatives Intern	<ul style="list-style-type: none"> Location / Work Set-up: Makati City Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Be the brand champion: a thorough understanding of the products enables the intern to communicate the key messages, set against the parameters of ensuring the messages are client-focused, while respecting and further developing the brand identity. Understand business goals and can conceptualize creative ways to implement marketing initiatives across multiple channels and platforms. Create compelling assets: landing pages, brand guidelines, logos, email designs, promotional materials, company merch, social media content, pitch decks, and case study design. See more about Your Role. 	<ul style="list-style-type: none"> Educational experience: Current enrollment or a fresh graduate of an undergraduate course in Fine Arts, Advertising, Marketing, or Other related Design Fields. Highest standards in delivering, and communicating a well-defined brand. Experience in A/B testing and obsessed with constantly iterating your designs to ensure they attract your desired audience. See more for About You.

Engineering & Mathematics

Engineering & Mathematics

Life is a math equation. In order to gain the most, you have to know how to convert negatives into positives. — Anonymous

Wellness PRO

Role	Opportunity Details
Biomedical Engineer Intern	<ul style="list-style-type: none"> Location / Work Set-up: Pasig City Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Assists in preventive maintenance, calibration, audit, repairs, condemnation, decommissioning and discarding of medical equipment. <ul style="list-style-type: none"> Executes in-house technical services and products such as, but not limited to, PMS, diagnosis, medical device testing equipment, spare parts, applications training, etc. Maintains the PMS Calendar and regularly updates monitoring records on all assets serviced by the company. See more about Your Role. 	<ul style="list-style-type: none">

Analog Devices PH

Role	Opportunity Details
Associate Designer - CAD Engineering	<ul style="list-style-type: none"> Location / Work Set-up: General Trias Opportunity Type: Graduate Job or Program Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Acts as new product logistics for evaluation boards (or EVB Coordinator) Capture new Eval Boards requirement from PLE, PRIME, NHR & NHO Works closely with Layout and Applications and Marketing on new products set up, naming convention, process flow. See more about Your Role. 	<ul style="list-style-type: none"> Bachelor's Degree of Industrial Engineering or Electronics Engineering Fresh Graduate or 0-2 work experience Project management, knowledgeable in PCB manufacturing and PCB CAD files, team player, and can be able to work on tight schedule and timeline.

Lycopodium Philippines

Role	Opportunity Details
Engineering Cadets	<ul style="list-style-type: none"> Location / Work Set-up: Manila Opportunity Type: Graduate Job or Program Number of Vacancies: 1 Salary: Start Date: Ongoing Applications Open: 7 Jun 2024 Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> The Engineering Cadets will have the opportunity to work with an international team of talented professionals, exchanging knowledge, building skills, and gaining experience. Lycopodium offers tailored mentoring, technical development, and role-specific training to help you succeed. 	<ul style="list-style-type: none"> Tertiary qualifications in Mechanical, Chemical, Structural, or Civil Engineering. Proven academic track record. Open for candidates fresh out of university. Demonstrable experience applying an engineering approach to problem-solving Excellent written and verbal communication skills. Ability to work effectively, both autonomously and within a team. Initiative and a positive attitude towards continuous improvement & self-development.

Daruma Corporation

Role	Opportunity Details
<u>Engineering Internship</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Makati • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • In the internship program, you will assist in Civil Engineering activities including research of design basis information in utility databases, as well as preparation of engineering calculations and analytical modeling of structures, piping systems & supports under the supervision and mentorship of qualified engineers. 	<ul style="list-style-type: none"> • Candidate must be currently pursuing a Bachelor's/College Degree in Engineering (Civil) or equivalent. • 5 Internship position(s) for duration of 5 month(s). • Good oral and written communication skills • Can work with minimal supervision • Good attention to details

Planate Management Group

Role	Opportunity Details
Civil Engineering Intern	<ul style="list-style-type: none"> • Location / Work Set-up: Subic Bay • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: PHP 400 / Day • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Assist company engineers in the conceptualization, planning, and execution of design-build projects. • Update and manage Computer-Aided Design and Manufacturing (CADD/CAM) files to ensure accuracy and efficiency. • Maintain technical drawings and specifications and ensure that documentation is up-to-date and accessible for project teams. • See more about Your Role. 	<ul style="list-style-type: none"> • Currently pursuing a degree in Civil Engineering or any relevant degree. • Proficient in Microsoft Office applications and AutoCAD software. • Strong communication skills in English, both written and oral, to effectively collaborate with team members. • Ability to follow instructions and work under the supervision of experienced engineers. • Attention to detail to ensure accuracy in design documentation and problem-solving. • Must be willing to work on-site in Subic, Zambales daily.

Food, Hospitality & Personal Services

Food, Hospitality & Personal Services

“People will forget what you said, forget what you did, but people will never forget how you made them feel.” — Maya Angelou

RCBC

Role	Opportunity Details
Customer Care Associate	<ul style="list-style-type: none"> Location / Work Set-up: BGC, Taguig Opportunity Type: Graduate Job or Program Number of Vacancies: 40 Salary: PHP 246,500 / Year (Salary and benefits are disclosed during the offer stage!) Start Date: ASAP Applications Open: 2 Oct 2024 Applications Close: 25 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Support in the planning and implementation of the unit's goals and objectives within the context of the overall corporate goals and vision within the framework of OG balance scorecard and metrics, as applicable to his/her respective tasks Responsible for timely and error free output either as maker or checker that will be used by the next responsible officer or staff for further decision making, completion of tasks, recommendations, implementations, escalation and/or release of transactions 	<ul style="list-style-type: none"> Graduate of any 4-year course, willing to work under shifting schedule

McDonald's Philippines (Golden Arches Development Corporation)

Role	Opportunity Details
<u>Restaurant Operations Intern</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Multiple Locations in Philippines • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: 50-100 • Salary: PHP 1,000 - 4,000 / Month • Start Date: ASAP • Applications Open: 1 Nov 2023 • Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Supports the Restaurant Management team in delivering optimum business results within their assigned restaurants • Drives feel-good guest experience to ensure customer satisfaction • Identify opportunities to improve guest experience • Ownership of projects • Mentorship and coaching 	<ul style="list-style-type: none"> • Highly energetic, hungry for growth, and customer-obsessed • Passionate and has an entrepreneurial mindset • Bachelor's Degree of Hospitality Management or any course • See more for other <u>Job Qualifications</u>.

Starbucks Philippines

Role	Opportunity Details
Full Time Barista - Quezon City	<ul style="list-style-type: none"> Location / Work Set-up: Quezon City Opportunity Type: Graduate Job or Program Number of Vacancies: 1-20 Salary: PHP 17,640 / Month (Monthly incentive plan, 2 rest days/week, comprehensive health care coverage, Free beverage/food) Start Date: Ongoing Applications Open: 3 Apr 2024 Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Acts with integrity, honesty, and knowledge that promote the culture, values, and mission of Starbucks. Maintains a calm exterior presence during periods of high volume or unusual events to maintain a clean and comfortable store environment. Anticipates customer and store needs by constantly evaluating environment and customers for cues. Communicates information to manager so that the team can respond as necessary to create the “Third Place” environment during each shift. Assists with new partner training by positively reinforcing successful performance and giving respectful and encouraging coaching as needed. See more for other Key Responsibilities. 	<ul style="list-style-type: none"> Candidate must possess at least a Bachelor's/College Degree in any field At least 1 year of working experience in a similar industry is highly preferred but not required Fresh graduates are welcome to apply

Security Bank Corporation

Role	Opportunity Details
Universal Customer Service Representative	<ul style="list-style-type: none"> • Location / Work Set-up: Makati • Opportunity Type: Graduate Job or Program • Number of Vacancies: 10-30 • Salary: PHP 200,000 - 250,000 / Year (15th month guaranteed pay and performance bonus.) • Start Date: Ongoing • Applications Open: 26 Sep 2024 • Applications Close: 26 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Receive inbound or conduct outbound calls to support and manage client inquiries, and requests, and address concerns. • Provide Support to a wide range of product lines: CASA, Loans, Transaction banking (Digibanker), SBOL, Credit cards and all other products supported by the contact centre. • Answer/accomplish emails and/or other correspondences where required • See more About theRole. 	<ul style="list-style-type: none"> • Bachelor's Degree in any field • Able to multi-task and manage various types of client interactions. • Effective communication and listening skills. • Capable of managing interactions via multi-channel capabilities and experience in Voice and Non-voice verticals • Willing to work on-premise in Ayala, Makati Head Office • Willing to work on a shifting schedule, Holidays and weekends. • Fresh graduates are welcome to apply

Fairfield by Marriott PH

Role	Opportunity Details
Housekeeping Intern	<ul style="list-style-type: none"> • Location / Work Set-up: Mandaue • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • As an intern you will go through Fairfield's Hotel Internship Program to learn first-hand about a hotel's operations. You will get immersed in Marriott's culture and business and find your true calling in the travel industry. Gaining hands-on experience in hotel management, business, marketing, and many different areas of the hotel. 	<ul style="list-style-type: none"> • Must be a current college or university student • College Level / Undergraduate degree in Hotel or Hospitality Management (with Housekeeping subjects preferred) • No work experience • Strong oral and written communication abilities • Excellent problem-solving skills, and a capacity to excel in dynamic environments. • Eager to engage in hotel business and operations

Grand Hyatt

Role	Opportunity Details
<u>Corporate Leadership Training Program Food and Beverage Services</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Manila • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • It is designed for graduates with high potential to become an integral member of the leadership team. • It is a minimum of 1 year individually crafted program to provide extensive training and development to progress efficiently within the Hyatt organization. 	<ul style="list-style-type: none"> • Must possess a Bachelor's Degree in hospitality or related field. • Superior communication skills, preferably with the ability to speak another foreign language. • Previous relevant work experience in the hospitality and tourism industry is an advantage.

IT & Computer Science

IT & Computer Science

“Technology like art is a soaring exercise of the human imagination.” – Daniel Bell

Isla Lipana & Co.

Role	Opportunity Details
IT Audit Associate	<ul style="list-style-type: none"> Location / Work Set-up: Makati City Opportunity Type: Graduate Job or Program Number of Vacancies: 1-100 Salary: PHP 300,000 - 500,000 / Year Start Date: ASAP Applications Open: 14 Jun 2024 Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Evaluate the effectiveness of clients' information-processing controls across industries and business process cycles Report key findings and outcomes of the assessment of the business and IT risk environment and its related controls Proactively identify other areas of business initiatives and changes in the business environment and assess their impact on the business control environment Establish and maintain good relationships with clients 	<ul style="list-style-type: none"> University degree, preferably in accounting, IT, IS, AIS, Computer Science Excellent communication skills in both oral and written English Preferably Certified Public Accountants Logical thinking, good attitude, fast learner and good team player Able to work under pressure and meet deadlines Resourceful and able to work out technical solutions

Purple Bug Inc.

Role	Opportunity Details
IT Support Associate	<ul style="list-style-type: none"> • Location / Work Set-up: Makati City • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: ASAP • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Respond to internal employee IT inquiries and provide technical assistance. • Diagnose and resolve hardware, software, and network problems for employees. • Assist in setting up and configuring workstations, printers, and other peripherals. • See more about Your Role. 	<ul style="list-style-type: none"> • Must be a graduate of any IT-related course. • Open to fresh graduates with excellent scholastic records. • Amenable to a hybrid work set-up. • Open to work in Ayala, Makati. • Can start ASAP.

Adventus PH

Role	Opportunity Details
IT Helpdesk Engineer	<ul style="list-style-type: none"> • Location / Work Set-up: Makati City • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: PHP 25,000 - 30,000 / Month (Average salary) • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Perform desktop, printing and peripherals support. • 1st / 2nd level support and resolution, whether on-site or from the office • Technical issues involving desktop clients, standard and client applications, and hardware issues. • See more about Your Role. 	<ul style="list-style-type: none"> • Minimum Diploma, Advanced/Higher/Graduate Diploma • Computer Science/Information • Fresh Graduates are welcome to apply. • Excellent interpersonal and communication skill

Questech Co. Inc.

Role	Opportunity Details
Cadet Engineer IT	<ul style="list-style-type: none"> • Location / Work Set-up: Makati City • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • The qualified Cadet Engineer will be responsible in performing hardware and software maintenance support • Install and configure IT systems such as local area networks and wide area networks • Assist Systems Engineer in troubleshooting hardware, software and network issues • Conducts IT inspection to clients to ensure IT systems and equipment are operational 	<ul style="list-style-type: none"> • Degree in Electronics Communication Engineering/ Computer Engineering/ or any IT related course • Candidates must have very good interpersonal skills and excellent communication (verbal & written) • Knowledge of database and networking security systems • See more About You.

CGI Philippines

Role	Opportunity Details
IT Helpdesk Technician	<ul style="list-style-type: none"> • Location / Work Set-up: Taguig • Opportunity Type: Graduate Job or Program • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Resolving issues utilizing excellent customer service skills, problem solving skills, technical thinking/reasoning skills, and a high level of individual judgment to ensure outcomes of customer satisfaction. • Receiving and responding to user inquiries and requests via telephone, email, case tracking system professionally and with speed, accuracy and proficiency. • Working in partnership with local management, colleagues and clients at all levels to ensure requests are resolved to the satisfaction of the customer. • See more about Your Role. 	<ul style="list-style-type: none"> • Proficient English verbal and written communication skills • Keen attention to detail. • Proficient computer and technical skills. • Solid analytical and problem-solving skills. • Good process mapping ability. • Proactive, service minded, and able to multi-task. • Good interpersonal skills (empathy, verbal dexterity, etc.) • Background in IT is a plus. • Fresh graduates, undergraduates, and career shifters are welcome to apply.

StaffVirtual Philippines

Role	Opportunity Details
IT Intern	<ul style="list-style-type: none"> • Location / Work Set-up: Pasig City • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Ticket Handling: <ul style="list-style-type: none"> ◦ Assist in managing and responding to IT support tickets for internal teams and clients. ◦ Troubleshoot and resolve software, hardware, and network issues. ◦ Escalate complex technical problems to senior IT staff as needed. • See more about Your Role. 	<ul style="list-style-type: none"> • Currently enrolled in a college or university program, preferably with a focus on IT or related fields. • Basic understanding of IT systems, networks, and hardware. • Strong problem-solving skills and attention to detail. • Good communication and interpersonal skills. • Ability to work both independently and in a team environment. • Proficient in Microsoft Office and Google Suite.

SGS Philippines

Role	Opportunity Details
<u>IT Intern</u>	<ul style="list-style-type: none"> • Location / Work Set-up: Makati and Alabang • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Filing documents, copying, scanning, printing, tagging, labeling, and data encoding. • Transferring equipment from one location to another. • Conducting IT equipment inventory for disposal. • Organizing IT stock and obsolete units per team. • Organizing newly delivered and returned equipment. • Unit configuration and deployment • Troubleshooting issues related to hardware, software, and network connections. 	<ul style="list-style-type: none"> • Bachelor of Science in Computer Science/ Information Technology/Computer Engineering/Electronics Engineering • Willing to be assigned in Makati and Alabang

Global Transco ICT Solutions

Role	Opportunity Details
IT Support Engineer Intern	<ul style="list-style-type: none"> Location / Work Set-up: Taguig City Opportunity Type: Internship, Clerkship or Placement Number of Vacancies: Salary: Start Date: Ongoing Applications Open: Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> Global Transco ICT Solutions is looking for a diligent IT Support Engineer Intern who will assist in troubleshooting and resolving technical issues, assists in implementation and provides support to customers, partners and team members. 	<ul style="list-style-type: none"> At least 4th year of Bachelor's Degree in Computer Science, Information Systems or equivalent engineering course. Experience with Laravel, CodeIgniter, PHP, CSS and HTML code is a plus. Experience with system troubleshooting (e.g. Remote access and monitoring, Network Security, Endpoint Security) is a plus. See more About You.

AmeeraTel

Role	Opportunity Details
IT QJT	<ul style="list-style-type: none"> • Location / Work Set-up: Cebu City • Opportunity Type: Internship, Clerkship or Placement • Number of Vacancies: • Salary: • Start Date: Ongoing • Applications Open: • Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none"> • Installing desktop operating systems. • Configure the basic desktop setting. • Install hardware and other peripherals, like keyboard, mouse, and others. • See more about Your Role & Responsibilities. 	<ul style="list-style-type: none"> • Graduating students of Bachelor's/College Degree in Computer Science/Information Technology or equivalent. • Hardworking and willing to be trained. • Render 1800 work hours. • Memorandum of Agreement from the school. • Endorsement letter from the school and waiver.

Law, Legal Studies & Justice

Law, Legal Studies & Justice

“The laws are not to change the heart but to restrain the heartless.” — Martin Luther King Jr.

Isla Lipana & Co.

Role	Opportunity Details
Legal Management Associate	<ul style="list-style-type: none">• Location / Work Set-up: Makati City• Opportunity Type: Graduate Job or Program• Number of Vacancies: 1-20• Salary: PHP 350,000 - 500,000 / Year• Start Date: ASAP• Applications Open: 15 Aug 2024• Applications Close: 31 Dec 2024
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none">• Follow compliance procedures.• Provide technical advice and guidance to the business on policies, procedures, and technology tools.• Prepare reports and presentations to firm leadership.• Keep up-to-date with developments in area of specialism.• Provide ad hoc support to the team as needed.	<ul style="list-style-type: none">• Legal Management graduate• Fresh graduates are encouraged to apply• Proficiency in Microsoft Excel and preparing reports• Project management and organizational skills.• Excellent written and verbal communication skills

Eton Properties Philippines Inc.

Role	Opportunity Details
<u>Legal Assistant</u>	<ul style="list-style-type: none">• Location / Work Set-up: Makati City• Opportunity Type: Graduate Job or Program• Number of Vacancies:• Salary: PHP 19,276 - 21,275 / Month (Prosple salary estimate)• Start Date: Ongoing• Applications Open:• Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none">• The position is responsible for providing assistance which includes maintaining and filing documents and other clerical functions assigned by the Department Head, and lawyers. Monitors application of licenses, permits, clearances, and certifications with government agencies, offices, or establishments. Conducts legal research and coordinates with other sister companies and those within the company.	<ul style="list-style-type: none">• Candidate must possess a Bachelor's/College Degree in any course.• Strong attention to detail.• Must be results-oriented, assertive, and able to work under pressure.• Fresh graduates are welcome to apply.

Maxima Machinerics Philippines

Role	Opportunity Details
<u>Legal Management Trainee</u>	<ul style="list-style-type: none">• Location / Work Set-up: Manila• Opportunity Type: Internship, Clerkship or Placement• Number of Vacancies:• Salary:• Start Date: Ongoing• Applications Open:• Applications Close:
Your Role/Job Responsibilities	About You/Job Qualifications
<ul style="list-style-type: none">• Preparation of requirements for notarial services.• Support legal concerns from other departments such as affidavits and contracts.	<ul style="list-style-type: none">• Graduated with a degree in BS Legal Management or any equivalent courses.• Have good communication skills, both oral and written.• Work well within deadlines.• Are detail-oriented, self-motivated, and self-directed.• Work well in a team and can communicate effectively within all levels of an organization.

Company Career Websites

Company Career Websites

“It always seems impossible until it’s done.” — Nelson Mandela

Company	Description
KadaKarer Jobs Dashboard	Basta Career, KadaKareer!
Shopee Career	Visit Shopee Philippines Careers site and discover your potential for growth. Life at Shopee is a fulfilling career with lots of great challenges.
SeaMoney Career	The SeaMoney Team enables and drives innovations by providing a range of financial products and services to individuals and SMEs across the region. Join us and be the driving force in launching our business across multiple markets in Southeast Asia.
Nestle Career	Years of work experience? Just graduated? There's a job opportunity for you. Be a force for good. Get started on your career journey at Nestlé now.
Unilever Career	Search for a role that equips you with the tools you need to deliver pioneering products to the world. And embark on a journey that takes you from ambitious entrepreneur to global tastemaker. Be a force for change and a force for good. Find the career for you.
P&A Grant Thornton	With our unique culture and opportunities, our organisation is a place where you can grow. Wherever you are in your career, we help you to make a difference every day.
Security Bank	Let’s get to know each other! Check out our list of job openings and see what fits your skills and experience.

Job Opportunities Website

Job Opportunities Website

“Promise me you’ll always remember: You’re braver than you believe, and stronger than you seem, and smarter than you think.” —A.A. Milne (from Winnie the Pooh)

Title	Description
Prospel Phillippines	<p>The Philippines’ best internships, fresh graduate jobs and on-the-job training.</p> <p>Kickstart your career and gain real-world experience by applying to one of thousands of internships or entry level jobs.</p>
LinkedIn	<p>Welcome to your professional community.</p> <p>Explore collaborative articles.</p> <p>Find the right job or internship for you.</p>
Jobstreet	<p>Search job vacancies and find your next career opportunity with Jobstreet, no.1 recruitment site in Philippines.</p>
Jobs By Workable	<p>Search thousands of job openings from global companies hiring right now. Remote or office-based, your perfect job could be waiting for you!</p>