Greetings!

Benedict Carl Manpower Consulting Inc. is a well-built provider of permanent professionals from Executive down to Rank and File positions with more than four years in the local manpower consulting industry. We established a long term relationship and embraced proficiency based on recruitment processes that enable us to deliver the right service towards our partners which composes of largely multinational and reputable companies.

As of the moment we are currently opening our company for students who would like to have their respective internship wherein they can apply the knowledge that they have learned in their educational institution.

We would like to invite students who would be interested to have their practicum in our company.

Rest assured of the student’s safety and that they would be exposed to various corporate functions, and develop professional responsibility.

Attached herewith is a description for the Job Functions and Requirements for interested students.

For your questions, clarifications and inquiries you contact the undersigned.

Hoping for your response.

Thank you.

Respectfully,

Patrick Earl Gonzales
Recruitment Specialist

BENEDICT CARL MANPOWER CONSULTING INC.
PRPA No. M-12-02-118
3rd Floor GMA Lou-Bel Building
7514 Bagtikan Street corner Chino Roces Avenue,
San Antonio Village, Makati City 1203

Tel: (632) 4038955 / 9641991
Mobile: 09328555453 / 09178289399
Email: patrick.gonzales@benedictcarl.com
which composes of largely multinational and reputable companies.

Join us now and be a part of our family! We are a community full of unlimited opportunities and learning, we are continuing to grow into a bigger and better Benedict Carl. If you have the qualifications stated below just apply to us the soonest time possible and enjoy and experience the SUPERB CAREER with amazing compensation, good employee benefits, career growth, and continuous learning opportunities.

Internship for Human Resources
National Capital Reg

The Trainee shall be exposed in the following functions:

- Respond and provide helpful answers and feedback to candidate inquiries and concerns via email and phone calls
- Maintain reports for recruitment process
- Maintain database of handled candidates per account
- End-to-end recruitment process for various client companies
- Conduct screening, schedule candidates for exams, and job interview
- Perform client coordination and other concerns
- Performs other related function that may be assigned from time to time such as Employee Relations, Compensation-Benefits and Training-Development

Requirements:

- Candidate must be currently enrolled in a Bachelor's/College Degree in Psychology, Human Resource, Business or Social Sciences
- Must be organized, flexible and must be able to work effectively under minimal supervision
- Good interpersonal skills
- Proficient in oral and written communication skills, both in English and Filipino
- Good analytical skills
- Adept in MS Office applications

Interested applicants may hand-carry their resume at:
BENEDICT CARL MANPOWER CONSULTANCY
3F GMA Lou-Bel Plaza.
7514 Bagtikan Street, San Antonio Village, Makati
Email: patrick.gonzales@benedictcarl.com
Tel: (02) 9641991 / 4038955
Mobile: 09328555453 / 09178289399
Ask for: Mr. Patrick

Walk-in applicants will be interviewed immediately.

Application time: Mondays to Fridays 9am to 3pm

Applicants sending resume thru email, must indicate Applicant for HR - Intern as subject.