



Career Opportunities

BUSINESS DEVELOPMENT EXECUTIVE (code: BDAM)

Should be a graduate of Industrial Engineering, Business Management or Economics and with Master's degree.

Should have attended training aimed at improving existing business operations

Should be highly analytical, proficient in report writing and in presentation.

With good interpersonal and communication skills

PRODUCTION SUPERVISOR (code:PS)

• Graduate of Food Technology, Industrial, Chemical or Manufacturing Engineering, Mechanical/Electrical Engineering

• With at least 2-3 years working experience preferably gained in a bakery set-up

• Preferably with knowledge on ISO/HACCP system

• Strong leadership capabilities, with excellent communication and interpersonal skills

DISPATCH SUPERVISOR (code:DS)

• Graduate of BS Industrial Engineering or college graduate of any four (4) year course with equivalent working experience

• Computer literate; preferably with planning skills

• With at least three (3) years solid experience as supervisor in logistics, i.e. dispatch, warehouse

• Knowledgeable in ISO/HACCP documentation and requirements is an advantage

MANAGEMENT ENGINEER (code: ME)

• Graduate of Engineering, preferably Industrial Engineering or Manufacturing Engineering

• Knowledge in operations audit, methods/process improvement and ISO & HACCP procedures is an advantage

• Analytical with good communication skills and can deal effectively with all levels of the organization

• Computer literate

MANAGEMENT TRAINEE (code: MT)

• Graduate of Business Administration, Marketing, Communication, Management Engineering or equivalent courses from reputable schools

• Knowledge in MS Office applications

• Must have strong problem solving, analytical, project management, and communication skills.

• Aggressive, analytical, hardworking, & can deal effectively with all levels of the organization

• Assertive and with strong desire for self-development; with leadership potential, balanced with being a team player.

QA STAFF (code:QAS)

• Graduate of Food Technology, Chemical Engineering, Chemistry and Food Microbiology

• Preferably with knowledge in food analysis and baking science & technology

• Aggressive, analytical, hardworking, & can deal effectively with all levels of the organization

• Computer literate

OPERATION & SYSTEMS COMPLIANCE OFFICER

(code:OSCO)

• Graduate of BS Accountancy

• Certified Public Accountant (CPA)

• With at least four (4) years experience in audit

• With good communication skills (oral & written) and interpersonal skills

• Computer literate

ACCOUNTING SUPERVISOR

(code:AS)

• Graduate of BS Accountancy

• Certified Public Accountant (CPA)

• Will oversee the general accounts group

• Will be responsible in consolidation of reports through the use of integrated accounting system (ORACLE) & ACCPAC

• Will assist in preparation of financial reports

SALES SUPERVISOR

(code:SS)

• College graduate

• Strong leadership background with excellent communication and interpersonal skills

• With at least three (3) years experience in the same capacity; computer literate

• With above average organizational skills

PRODUCT ASSISTANT

(code: PA)

• College graduate of any Business course.

• With at least (2) two years in product management handling branded consumer goods.

• Knowledgeable in market research with ability to analyze and interpret market research data.

• Ability to communicate with a wide range of people.

HR STAFF

(code: HS)

• Graduate of AB/BS Psychology or Behavioral Science

• With at least two (2) years experience in HR functions particularly in recruitment

• With good interpersonal communication (oral and written)

• With leadership skills and strong sense of urgency

• Computer literate

PURCHASING STAFF

(code:PUS)

• College graduate

• With at least working experience in purchasing

• With good scholastic background

• Computer literate

ENGINEERING TECHNICIANS

(code:ET)

• Licensed Mechanical or Electrical Engineer

• Has previous work experience troubleshooting machines

• Knowledge of PLC an advantage

• With at least two (2) years experience in the manufacturing setting

PRODUCTION OPERATORS

(code:PO)

• At least College level

• With at least five (5) months working experience in food manufacturing company

• Capable of operating machines and equipments

• With knowledge in ISO and GMP procedures

You can send your comprehensive biodata with 2x2 photo thru:

Email: hrd@gardenia.com.ph

Fax: (02) 809-6728 / (049) 539-1148

Mail: (POSITION CODE)

Gardenia Bakeries (Phils.), Inc.

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O.V. TAN 11/2 Nov 2011
HR Manager