

[NOV-022322-20](#)

John Hay Management Corporation (JHMC), a subsidiary of the Bases Conversion and Development Authority (BCDA) is the estate manager of the Camp John Hay Reservation containing an area of 625 hectares more or less.

Our company is in need of a **DATA GATHERER/FIELD INTERVIEWER, Job Level 8, PhP 678.20/day Status: Fixed-term Employment**

DUTIES AND RESPONSIBILITIES

1. *Conducts household profiling and census tagging of the structure owners within the barangays included in Phase II and III of the BSP particularly the portion of Country Club Village, a portion of Greenwater Village, Lucnab, Sta. Escolastica Village, Loakan Proper, Loakan-Liwanag, Loakan-Apugan, Lower Dagsian, Camp 7 and Happy Hallow;*
2. *Generation of the master list of potential beneficiaries included in Phase II and III of the BSP for recommendation to the JHMC and BCDA-BOD, respectively;*
3. *To perform other functions that may be assigned from time to time.*

QUALIFICATION STANDARDS

Education	Graduate of Social Sciences related course.
Other Requirement	Well versed with Microsoft Office applications specially Excel and Word.

All interested applicants are requested to submit their **Application Letter, Personal Data Sheet (CSC Downloadable form) with Photo and Transcript of Records in PDF File (do not submit other documents not being requested) through our official email address** indicating the position you are applying for as the subject on or before **28 FEBRUARY 2022** to:

THE SELECTION COMMITTEE

Attention: **Mr. Danny B. Latawan**, HR Manager

John Hay Management Corporation, Special Economic Zone, Camp John Hay, Baguio City

Telephone No. (074) 444-5823 or email us at: mgmt@jhmc.com.ph

Visit our website at: www.jhmc.com.ph

EXTERNAL POSTING:

Approved by:



ALLAN RAZON GARCIA 23-FEB-2022
President and CEO OPCEO-0450