

[HRD-NOV-2025-011 2nd Posting](#)

05 February 2025

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 is in need of:

Position	BUSINESS DEVELOPMENT MANAGER
Employment Status	Regular
Salary	Job Grade 12, Step 1 PhP 80,003.00

DUTIES AND RESPONSIBILITIES

JOB SUMMARY

Responsible for the generation and implementation of existing and new business opportunities and programs in Camp John Hay.

GENERAL DUTIES AND RESPONSIBILITIES

1. *Conceptualize business plans and programs of JHMC based on corporate mission and vision.*
2. *Develop, recommend and implement policies, systems and procedures relevant business development.*
3. *Provide analysis for evaluating new business opportunities, collaborative research and development agreements, joint ventures, mergers and acquisition if applicable.*
4. *Conduct/ lead the preparation of studies and researches which will enhance John Hay as a special economic zone.*
5. *Initiate marketing strategies and coordinate actions to influence the market.*
6. *Proactively develop and improve services to attract investors.*
7. *Performs other related functions as may be assigned from time to time.*

QUALIFICATION STANDARDS

Education	Bachelor's Degree in Economics, Business/Public Administration, Urban or Environmental Planning
Experience	3 years experience in managerial position relating to Planning, Economics, Property Development and Marketing
Training	24 hours of training in management and supervision, corporate/ strategic planning, economics and business development
Other Requirement	Must be well-versed in marketing, Business Development and/or Economics

Qualified applicants are requested to **PERSONALLY SUBMIT** the following to the **HRD on or before 12 FEBRUARY 2025:**

1. Application letter
Addressed to the: President and CEO Atty. Marlo Ignacio V. Quadra
Attention: HR Officer, Avigale C. Villanueva
2. Notarized Personal Data Sheet (PDS) with at least three (3) character reference with email addresses
3. Transcript of Records and Diploma
4. Copies of Training Certificates
5. NBI Clearance
6. Barangay Certification (Residency and complaints, its nature, and status, if any)

LATE AND INCOMPLETE APPLICATIONS SHALL NOT BE ENTERTAINED

The Equal Opportunity Principle is recognized by this office, and all qualified applicants will be given consideration for employment regardless of their preferred sex or gender, age, ethnicity, religious affiliation, civil status, national origin, disability status, or any other characteristics protected by law