

SEAOIL Philippines Inc.

#### Company Background:

SEAOIL Philippines, Inc. is proudly a FILIPINO company that shares and understands every Filipino's hopes for the future: a better economy, the youth achieving their dreams, a healthy environment. As an organization, SEAOIL gives conscious effort to do its part in the nation's path towards success. Through our innovative products, services, and programs, we remain true to our promise of "Fueling a Better Future." Now the leading and largest independent fuel company in the Philippines, SEAOIL continues to expand its network to provide quality and affordable products to more Filipinos. We are committed to each and every one of our customers, because it is for them and through them that we are in this business.

#### Job Openings:

##### **Real Estate Officer**

##### **Duties and Responsibilities:**

1. Facilitates the overall site acquisition process

- Negotiates the pre-conditions of the site packages and contract terms to the applicant
- Presents the site costing and performance to the approving body
- Maintains an extensive account management to the applicants throughout the acquisition process
- Performs franchisee turn-over to the Station Turnover and Rollout Team (STAR) subsequent to the lease agreement contract signing.

2. Ensures the accuracy and timeliness of leads reports, monitoring templates and overall leads assessment gathered through the different leads generating resources.

3.

##### **Job Qualifications**

- Candidate must possess at least a Bachelor's/College Degree, Economics, Business Studies/Administration/Management, Marketing, Commerce or equivalent
- Must have at least 1 year of work experience as Site or Land Acquirer
- Must have acquired sites measuring 1,000 to 2,000 sqm.
- Has exceptional communication, interpersonal, and negotiation skills
- Willing to frequently travel nationwide
- Willing to be based in Ortigas, Pasig City
- Fresh graduates with business degrees are welcome to apply

## **Management Trainee**

### **Job Summary**

Develop his or her leadership and management capabilities by immersing in the different business operations. The 2 year program aims to develop and train the company's next leaders through different tasks like internships at the different departments, spearheading various projects, and proposing projects to improve the efficiency of a department the trainee selects.

### **Duties and Responsibilities**

- Spearhead and manage various projects
- Undergo thorough training in analytical, decision-making, and executive skills and integrate necessary competencies in the various facets of business
- Learn management and leadership skills and apply these in real time
- Intern and work in the company's different departments
- Immerse in the culture, practices, and environment of the company throughout the duration of the program
- Collaborate with employees, customers, and fellow management trainees to further personal development
- Propose a project to improve the effectiveness of a department selected by the Management Trainee
- Perform other related functions assigned from time to time

### **Job Qualifications**

- Must be a Bachelor's Degree holder
- Should have exceptional communication, interpersonal, and negotiation skills
- Willing to be do field work
- Amenable to working in Ortigas
- Fresh graduates are highly encouraged to apply

Kim Ciara O. Pinzon

kim\_pinzon@seaoil.com.ph

09177244174/ 09209182401