



ANNOUNCEMENT

Subject : Job Opportunity
Description: Project-Term Personnel

The Philippine Embassy in Madrid invites all interested and qualified applicants for the position of a *Project-Term Personnel* (PTP) who will assist in the Overseas Voters' Registration campaign of the Embassy.

The position requires providing support services at the Voter Registration Counter of the Philippine Embassy, conducting mobile/field registration and campaign, generating reports and other services that will be required.

Applicant must be able to work for seven days in a week, including Saturdays, Sundays and holidays for a minimum of eight hours of service daily. The prospective applicant must be a citizen of the Philippines, a registered overseas voter, is able to operate IT equipment and peripherals, and has no criminal record. A good command of spoken and written English and Filipino, sufficient experience of working in a customer-facing service environment, reporting and writing skills and the ability to work as part of the team would be to the applicant's advantage.

Please send CV and copy of passport data page to madrid.pe@dfa.gov.ph on or before **23 March 2023**. All documents submitted will be treated with full confidentiality.

Please note that hiring will be subject to the approval and funding by the Commission on Elections of the Philippines.

Madrid, 13 March 2023