



Department of Environment and Natural Resources
Natural Resources Development Corporation
9th Flr., DENR by the Bay Building, 1515 Roxas Blvd., Ermita, Manila
Tel. No. 8521-9421 / 8521-9455
Website: <http://nrdc.denr.gov.ph> Email: records.nrdc@gmail.com

TECHNICAL ASSISTANT

PhP51,902.00 (monthly rate)

Duties and Responsibilities

For Business Development related TOR:

1. Review existing project status and prepare a situational analysis of all active NRDC projects;
2. Develop short term and long-term strategies for the project's sustainability and operations documented in detailed Business Development Plans;
3. Submit detailed budgetary requirements for the implementation of the BDP; and
4. Perform other related tasks as may be deemed necessary to carry out the aforementioned activities.

Qualification Standards

Education: Bachelor's or Master's degree in Planning, Business/Marketing and Administration/Management

Experience: with atleast 2 years of relevant experience in the preparation and evaluation of government projects and development of business plans

Please send the following requirements to recruitment.nrdc@gmail.com

1. Application Letter addressed to:

The Officer-In-Charge

Natural Resources Development Corporation

9th Flr, 1515 DENR by the Bay Building, Ermita, Manila

2. Resume
3. Personal Data Sheet