

Department of Labor and Employment  
Regional Office No. 7  
3<sup>rd</sup> and 4<sup>th</sup> Floors, DOLE-RO VII Building, Gen. Maxilom corner Gorordo Avenues, Cebu City  
Tel. No. (032) 266-9722; Telefax (032) 416-6167

APRIL 12, 2021

## NOTICE OF FILING OF APPLICATION FOR ALIEN EMPLOYMENT PERMIT (AEP)

Notice is hereby given that the following employers have filed with this Regional Office application/s for Alien Employment Permit/s:

No.	Name and Address of Employer	Name & Nationality of the Foreign National	Position and Brief Description of Duties & Functions	Qualifications	Monthly Salary Range and Other Benefits, if there are any
1	<b>XIN HUANG JIN CHENG CO., LTD. INC.</b> Tower One Plaza Magellan, Mactan Newtown, Lapu-Lapu City, Cebu	<b>HUANG, JIANXIANG</b> Chinese	<b>MANDARIN CUSTOMER SERVICE STAFF</b> -Answer incoming calls and respond to client's email -Provide technical support including procedural documentation -Research, identify, and resolve customer complaints using applicable software -Installing, monitoring & maintaining computer system, replacing parts as required.	-Proficient in office applications and computer operations -Detail oriented -Must know how to speak and write in Mandarin Chinese language -Knowledge in installing and configuring computer hardware operating system and applications -Able to monitor and maintain computer systems and network -Effective communicator -Able to type at least 40wpm	Php17,000.00 per month based on 8hrs. a day. Employer providing such incentives Free accommodation and passage
2	<b>XIN HUANG JIN CHENG CO., LTD. INC.</b> Phase 2, 4 <sup>th</sup> Floor of Office 2, 8 Newton Boulevard Mactan Newtown, Lapu-Lapu City, Cebu	<b>YAN, MING</b> Chinese	<b>MANDARIN CUSTOMER SERVICE STAFF</b> -Answer incoming calls and respond to client's email -Provide technical support including procedural documentation -Research, identify, and resolve customer complaints using applicable software -Installing, monitoring & maintaining computer system, replacing parts as required.	-Proficient in office applications and computer operations -Detail oriented -Must know how to speak and write in Mandarin Chinese language -Knowledge in installing and configuring computer	Php17,000.00 per month based on 8hrs. a day. Employer providing such incentives Free accommodation and passage

				<b>hardware operating system and applications</b> <b>-Able to monitor and maintain computer systems and network</b> <b>-Effective communicator</b> <b>-Able to type at least 40wpm</b>	
<b>3</b>	<b>ABH-GLG LENDING INVESTOR CORPORATION</b> Block 14 Lot 15 Deca Homes 4, Barangay Bankal, Lapu-Lapu City, Cebu	<b>LAKHVINDER SINGH</b> Indian	<b>MARKETING SALES AGENT</b> <b>-To ensure that all sales, marketing, and advertising initiatives improve company sales and brand awareness.</b> <b>-Responsible for implementing various methods of collecting customer feedback, participating in trade shows, and organizing promotional events.</b> <b>-Be able to research competitors' products and services, pricing, and market success.</b>	<b>-High School Graduate</b> <b>-With experience on Marketing Sales Agent works and other related job functions.</b> <b>-Can relate well, speak &amp; understand foreign language especially to Indian national.</b>	<b>Php25,000.00 and with additional benefits such as housing accommodation, meal and transportation allowances.</b>

Any person in the Philippines who is competent, able, and willing to perform the services for which the foreign national is desired may file an objection at the DOLE Regional Office within 30 days after this publication.

Please inform the DOLE Regional Office if you have any information on criminal offense committed by the foreign national.

**SALOME O. SIATON**  
**Regional Director**