Trion Group of Companies

https://trion.com.ph/job/utility-staff/

Utility Staff

Hiring organization
Trion Group of Companies

Date posted
July 12, 2025

Description
Key Responsibilities:

- Maintain cleanliness of office areas, restrooms, and common spaces
- Assist in basic maintenance, repairs, and errands
- Ensure proper waste disposal and cleanliness of surroundings
- Support logistical needs during company events or meetings
- Refill office supplies and assist in minor office setups
- Perform messenger or delivery tasks when required
- Follow safety and sanitation procedures

Qualifications:

- High school graduate or equivalent
- At least 1 year of work experience in housekeeping, utility, or maintenance is an advantage
- Physically fit and willing to perform manual labor
- Honest, dependable, and able to follow instructions
- Willing to work overtime, weekends, or extended hours if needed