

Trion Group of Companies

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

Utility Staff

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

Hiring organization

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July 12, 2025