



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Regional Office No. 02  
Regional Government Center  
Carig Sur, Tuguegarao City, Cagayan

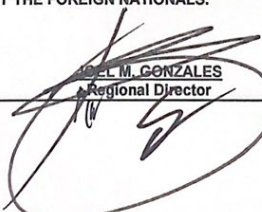
**NOTICE OF FILING OF APPLICATION FOR ALIEN EMPLOYMENT PERMIT (AEP)**  
Notice is hereby given that the following employers have filed with this Regional Office application/s for AEPs

Name and Address of Employer: SUPERB KINGS, INC. / San Vicente, Sta. Ana, Cagayan.

No.	Name of Foreign National	Position and Job Description	Monthly Salary Range and Qualification/s
1	WANG, XIAOLING/ CHINESE  ZENG, LULIN/ CHINESE	RECEPTIONIST – receiving visitors at front desk by greetings, welcoming, directing and announcing them appropriately. Handling queries and complaints via phone, email and general correspondence. Possibly managing office supplies such as stationery, equipment and furniture. Booking of rooms and handling reservations.	Salary: Php. 30,000.00  Qualifications: - Male/Female - College Graduate - At least 3-4 years work experience - Can speak and write Chinese/English fluently.
2	SUN, LI / CHINESE	ACCOUNTING STAFF – prepare asset, liability and capital, account entries by compiling and analyzing account information. Substantiates financial transaction by auditing documents. Maintains financial security by following internal controls. Guides counting clerical staff by coordinating activities and answering questions. Prepare payments by verifying documentation and requesting disbursements.	Salary: Php. 30,000.00  Qualifications: - Male/Female - College Graduate - At least 3-4 years work experience - Can speak and write Chinese/English fluently.
3	ZHANG, LI / CHINESE	CASHIER – Receive payment by cash, credit cards or automatic debits, issue receipts, refunds or change due to customers, compute and records total of transaction, count money in cash drawers at the beginning of shifts to ensure that the amounts are correct and that there is adequate change.	Salary: Php. 30,000.00  Qualifications: -Male/Female - College Graduate - At least 3-4 years work experience - Can speak and write Chinese/English fluently
4	SONG, HAIYAN / CHINESE	CUSTOMER SERVICE – Receiving visitors, handling queries and complaints, managing office supplies, booking of rooms and handling reservations.	Salary: Php. 30,000.00  Qualifications: -Male/Female - College Level - At least 3-4 years work experience - Can speak and write Chinese/English fluently

ANY PERSON IN THE PHILIPPINES WHO IS COMPETENT, ABLE AND WILLING TO PERFORM 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 NATIONALS.

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DEL M. GONZALES  
Regional Director