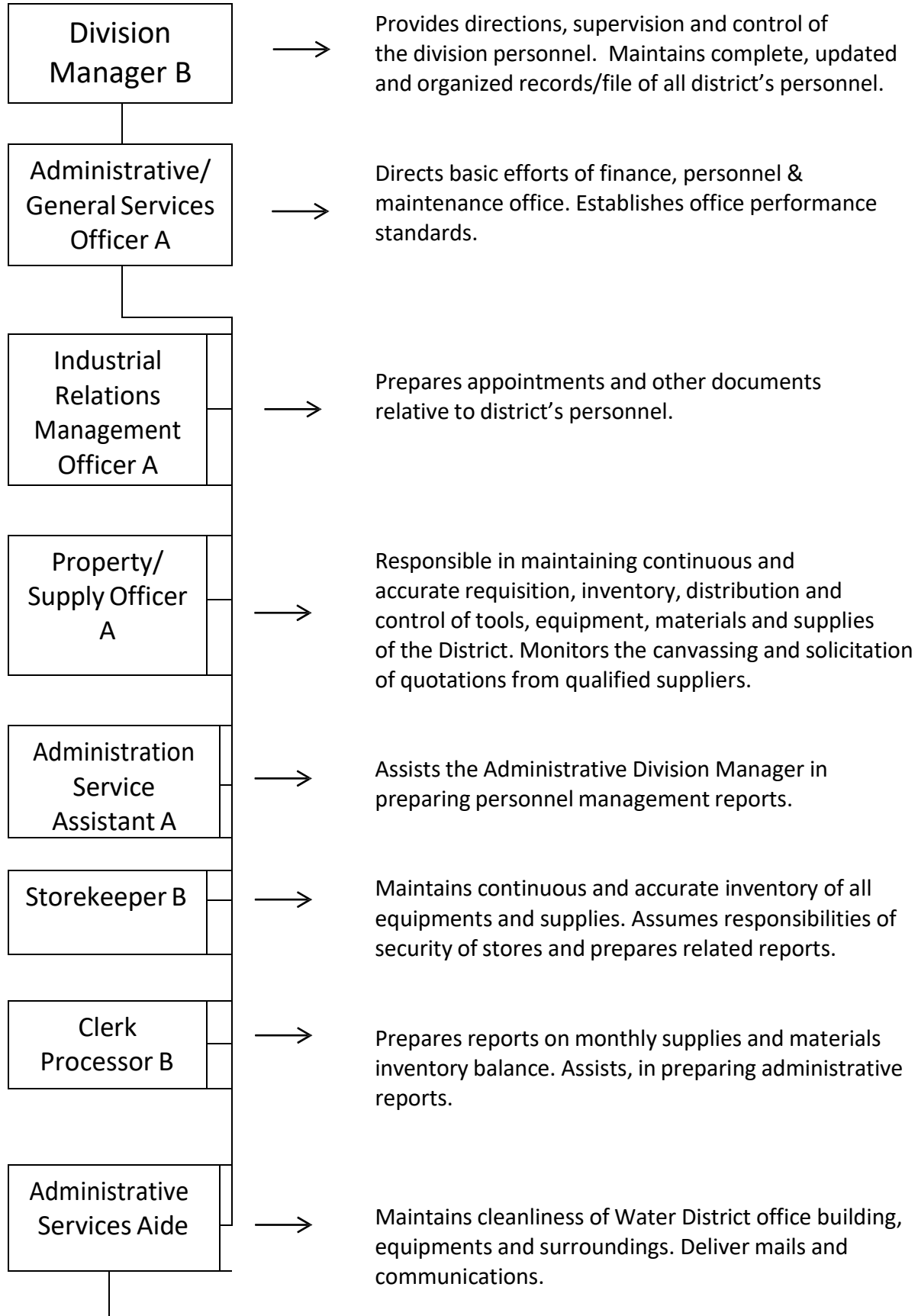


ADMINISTRATIVE DIVISION

Mrs. Marlyn C. de Guzman
Division Manager B-Administrative



Utility Worker
A



Monitors office building security and safety by performing such tasks as locking doors after office hours and checking electrical appliance use to ensure that hazards are not created.

Utility Worker
B



Cleans office building and service vehicles.
Acts as messenger.