PRE-EMPLOYMENT CHECKLIST

DUE: FRIDAY AUG. 6, 2021

- [ ] Medical Clearance
- [ ] Drug Test Certification
- [ ] Dental Certificate
- [ ] 1x1 Pic - Red Bg (3pcs)
- [ ] 2x2 Pic - Red Bg (3 pcs)
- [ ] SSS Number (Photocopy E1 Form)
- [ ] Birth Certificate (Photocopy)
- [ ] Mayor's Permit
- [ ] Health card
- [ ] Police Clearance
- [ ] Barangay Clearance
- [ ] Cedula
- [ ] Diploma (Photocopy)
- [ ] Certificate of Employment

GOVERNMENT FORMS

- [ ] Tin Number (Photocopy of ID/Form 1902)
- [ ] Pag Ibig Number
- [ ] Philhealth Number
- [ ] 2 valid ID's with signature (photocopy)

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