Accounting Assistant

Call ID: NAD-NLZM-000992-2026
Where: Pagudpud, Philippines
When: Aug 23, 2027 - May 6, 2028

Summary

Work in Business office of Pagudpud Adventist Wellness Center. Develop accounting practices and banking. Work alongside office manager. Work with an international NGO getting experience with a growing medical hospital.

Destination

Pagudpud Philippines

Term

Long-Term, 3 - 8 months, Aug 23, 2027 - May 6, 2028

Position

Type: Accounting/Business, Total People Required: 1, Target Age: College (18-25)

Finances

Cost: $7000, Monthly Living Allowance: $150, Local Currency: USD, Finance Type: Regular (Shared Funding)

Lodging & Food

Air-conditioned dormitory rooms with private bathrooms. Each bathroom has heated showers. Lunch each day will be provided by the Hospital cafeteria. Kitchen near dormitory rooms is provided for breakfast and dinner. Food is daily made fresh and from local gardens and in season local fruit trees.

Restrictions:

Calling Organization, "In His Service Amianan" is working on a $2000 scholarship for this call. This would make the funds to raise for this call will end up being $5000.

Gender Lodging: Either

Marital Status Lodging: Single

Child Accommodations: Not Specified

Health Notes

Look up CDC recommendations for shots while in the Philippines. These are up to you to choose what to take.

Dress

Acceptable:

Attire in Hospital are scrubs and shirts provided by the hospital. Comfortable & clean attire for church. For ladies one piece bathing suits and swimming trunks for guys. Jeans are fine for both guys and girls while in the community. Bring clothing for rain as the winter is typhoon season.

Unacceptable:

For Girls: No Short shorts and pants should at least come down to your knees. Avoid revealing dresses or shirts.

For Boys: No speedos, No ties necessary for Sabbath Service. Dress with slacks and button down shirt.

Duties

Help develop with the other Student Missionaries strategies for spiritual life and connection both in the hospital and the local church. Create and share sermons from time to time at one of the seven small chapels in the surrounding areas. Connect with the local youth and provide friday evening worships and gatherings that all student missionaries can participate in.

Experience

At least one year of College. This call is for self-motivated students who seek to broaden their base of Spiritual discipline.

Education

3-Yr College

Education Concentration

Business/ Accounting

Languages

English (fluent)

Trade Skills

Any

Host	« Private »
Host Contact	« Private »

Travel Documentation

Travel

Destination City	Pagudpud	Destination Airport	Ninoy Aquino International Airport

Medical

Required Inoculations	MMR, Tetanus, Rabies would be advised	HIV Clearance Required?	No
Medical Recommendations	This is a medical environment so medicine is accessible.		

Visa

Visa Required?	No	Visa Type	1
Visa Application By		Calling Organization	
Work Permit Required?		No	
Work Permit Application By		(not set)	
Police Clearance Required?		No	
Child Protection Required?		No	
Send Documentation To		(not set)	
Documentation Deadline		(not set)	

Visa Travel Details

Please make your ticket as if you are traveling to the Philippines for less than 21 days. During your stay, before 21 days are up you will be receiving a VISA while in country. You will need to contact your travel agent, once in the Philippines to change the date of leaving to the date further in the future. You will need several VISA's while in the philippines. These will all be purchased by In His Service Amianan.

Interview		**Orientation**	
Phone Interview Required?	No	Orientation on Site?	Yes
Signed Agreement Required?	No	Orientation Stipend?	Yes

Travel Advisory

Philippines

2 Exercise increased caution

Reissued with obsolete COVID-19 page links removed.

Exercise increased caution to the Philippines due to **crime, terrorism, civil unrest, and kidnapping.** Some areas have increased risk. Read the entire Travel Advisory.

Do Not Travel to:

- The Sulu Archipelago, including the southern Sulu Sea, due to **crime, terrorism, civil unrest,** and **kidnapping**.
- Marawi City in Mindanao due to **terrorism** and **civil unrest**.

Reconsider Travel to:

- Other areas of Mindanao due to **crime, terrorism, civil unrest,** and **kidnapping**.

Country Summary: Terrorist and armed groups continue plotting possible kidnappings, bombings, and other attacks in the Philippines. Terrorist and armed groups may attack with little or no warning, targeting tourist locations, markets/shopping malls, and local government facilities. The Philippine government has declared a "State of National Emergency on Account of Lawless Violence in Mindanao."

Read the country information page for additional information on travel to the Philippines.

If you decide to travel to the Philippines:

- Monitor local media for breaking events and adjust your plans based on new information.
- Avoid demonstrations.
- Enroll in the Smart Traveler Enrollment Program (STEP) to receive Alerts and make it easier to locate you in an emergency.
- Follow the Department of State on Facebook and Twitter.
- Review the Country Security Report for the Philippines.
- Visit the CDC page for the latest Travel Health Information related to your travel.
- Prepare a contingency plan for emergency situations. Review the Traveler's Checklist.

The Sulu Archipelago and Sulu Sea – Level 4: Do Not Travel

Terrorist and armed groups continue to conduct kidnappings on land and at sea for ransom, bombings, and other attacks targeting U.S. citizens, foreigners, civilians, local government institutions, and security forces.

The U.S. government has limited ability to provide emergency services to U.S. citizens in the Sulu Archipelago and Sulu Sea as U.S. government employees must obtain special authorization to travel to those areas.

Visit our website for Travel to High-Risk Areas.

Marawi City in Mindanao – Level 4: Do Not Travel

Civilians are at risk of death or injury due to conflict between remnants of terrorist groups and Philippine security forces in Marawi.

The U.S. government has limited ability to provide emergency services to U.S. citizens in Mindanao as U.S. government employees must obtain special authorization to travel there.

Visit our website for Travel to High-Risk Areas.

Mindanao – Level 3: Reconsider Travel

The Philippine government maintains a state of emergency and greater police presence in the Cotabato City area, and in the Maguindanao, North Cotabato, and Sultan Kudarat provinces.

Terrorist and armed groups continue to conduct kidnappings, bombings, and other attacks targeting U.S. citizens, foreigners, civilians, local government institutions, and security forces.

The U.S. government has limited ability to provide emergency services to U.S. citizens in Mindanao as U.S. government employees must obtain special authorization to travel there.

Visit our website for Travel to High-Risk Areas**.**