
ELENITA S. SAMBLERO

VICE PRESIDENT

Luzon South 2 Division

Social Security System (SSS)

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BRIEF DESCRIPTION OF FUNCTION

Within the guidelines and limits of authority established by policies of the Social Security System (SSS) and relevant government regulations, the Vice President, NCR/Luzon/Visayas/Mindanao Division Offices, directs the activities of the division and branches under its jurisdiction related to the delivery of effective, efficient and quality services to members, achievement of coverage and collection targets, and provision of support services to branches within the division.

MAJOR ACHIEVEMENTS

- **Accomplishment 1: ISO 9001:2008 Certification & Civil Service Excellent Rating of SSS Legazpi**

As Branch Head of SSS Legazpi Branch, SSS Legazpi was certified by a third-party AJA auditor for ISO 9001:2008. Same year in 2015, SSS Legazpi received a 90.47% Excellent Rating for CSC- Anti-Red Tape Act (ARTA) Report Card Survey.

- **Accomplishment 2: Fast track Implementation of Projects in Bicol with the Branch Proponents**

- SSS Naga Ground Improvement - proposed in 2014, completed in 2017.
- Renovation of SSS Naga Branch Building - proposed in 2014, started the renovation of SSS Naga building in November 2017 and completed in July 2018.
- Transfer of Daet and Masbate Branch to new building and bigger office space.
- Creation of four (4) Service Offices: three (3) in Daet (Jose Panganiban, Labo, and Sta. Elena) and one (1) in Naga (Robinsons Mall Naga).

- **Accomplishment 3: Strengthen Rapport and Partnership with SEDP-Simbag sa Pag-Asenso, Inc.**

The Socio-Economic Development Program (SEDP)-Simbag sa Pag-Asenso, Inc., is a non-stock, non-profit development-oriented institution run by the Diocese of Legazpi. The rapport and activities initiated to support and strengthen the partnership between SSS and SEDP resulted to increase in collection and registered members:

- For 2017, SEDP collection rose from ₱ 6.11M in 2014 to ₱ 11.11M (81.83%), with a total collection of ₱ 40.80 Million. For the same year, the number of SSS registered SEDP members also increased from 944 in 2013 to 4,647 (392.27%).
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- As Branch Head, collections of SSS Legazpi increased from ₱ 290.35M of 2015 to ₱ 340.16M of 2016 (7.16%), while as Acting Vice-President, collection of SSS Luzon Bicol Division rose from ₱ 1,246.43M of 2016 to ₱ 1,417.42M of 2017 (13.72% increase from previous year's actual collection).

PROFESSIONAL WORK EXPERIENCE / HIGHLIGHTS

- Vice President, Luzon South 2 Division - December 28, 2018 – Present
- Acting Vice President, Luzon Bicol Division - February 6, 2017 – December 27, 2018
- Branch Head II - February 1, 2017 – December 5, 2017
- Branch Head - January 7, 2001 – January 31, 2017
- Branch Head - January 13, 1998 – January 16, 2001
- Regional Manager II - January 7, 1998 – January 12, 1998
- Assistant Regional Manager II - August 14, 1996 – January 6, 1998
- Division Chief III - December 7, 1994 – August 13, 1996
- Member Service Officer IV - June 11, 1991 – December 6, 1994
- Social Security Officer II - July 1, 1989 – June 10, 1991
- Field Representative II - July 1, 1988 – June 30, 1989
- Claims Processor II - January 1, 1988 – June 30, 1988
- Claims Processor I - July 2, 1984 – December 31, 1987
- Clerk - September 1, 1983 – July 1, 1984
- Clerk - April 15, 1982 – August 30, 1983

EDUCATIONAL ATTAINMENT

- **SSS BOP/ATENEO REGIS MBA PROGRAM** (Middle Management Development Program)
Ateneo De Manila University – Graduate School of Business, 2012
 - **Master's in Business Administration, Meritissimus**
Divine World College of Legazpi
 - **Master's in Business Administration major in Management**
Polytechnic University of the Philippines (Completed Academic Units)
 - **Bachelor of Science in Accountancy**
Philippine School of Business Administration, 1988
 - **AB Economics, Cum Laude**
Bicol University College of Arts and Science, 1981
 - **Polangui General Comprehensive High School**
Secondary Education, 1977
 - **Polangui South Central School**
Primary Education, 1974
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