

QUALIFICATION STANDARDS FOR EXECUTIVE VACANCIES

POSITION / OFFICE	JG	QUALIFICATION STANDARDS				PREFERENCES/ OTHER REQUIREMENTS
		EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	
HEAD OFFICE						
SENIOR VICE PRESIDENT ^a - Human Resource Management Group	18	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management learning and development intervention	Career Service (Professional) Second Level Eligibility	-
DEPUTY COMMISSION CLERK ^a - Deputy Commission Clerk	17	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management learning and development intervention	Career Service (Professional) Second Level Eligibility	-
VICE PRESIDENT ^a - Asset Management Division - Member Relations and Support Division - Operations Accounting Division (OAD) - Procurement Management Division (PMD) - Program Services Division	17	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management learning and development intervention	Career Service (Professional) Second Level Eligibility	For OAD: Preferably a Certified Public Accountant For PMD: Preferably an Attorney
DEPARTMENT MANAGER III ^a - Contributions Accounting Department	15	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management learning and development intervention	Career Service (Professional) Second Level Eligibility	Preferably a Certified Public Accountant
BRANCH OPERATIONS						
BRANCH HEAD II ^b - Malolos Branch	15	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management training/ learning and development intervention	Career Service (Professional) Second Level Eligibility	-
BRANCH HEAD I ^b - Panabo Branch	14	Master's degree ¹ OR Certificate in Leadership and Management from the CSC	5 years of supervisory/ management experience	120 hours of supervisory/ management training/ learning and development intervention	Career Service (Professional) Second Level Eligibility	-

¹ In lieu of the Master's Degree or CSC Certificate in Leadership and Management, the following may be considered:

- > Completion of the degrees of Bachelor of Laws and Doctor of Medicine (for positions the duties of which do not involve practice of profession covered by Bar/Board laws)
- > RA No. 1080 eligibles (for positions the duties and responsibilities of which involve practice of profession)
- > Career Executive Service (CES) or Career Service Executive (CSE) eligibles

^a Per CSC MC No. 05, s.2016

^b Per CSC Res. No. 2300618 promulgated on 28 July 2023