
Social Security System

CSC Publication Code : 20160909-41-04
CSC Website Posting Date : 09-September-2016
Position Title : **Assistant Branch Head**
Annual Salary : 490,428.00 Salary/Job Grade : 1M

Job Qualification Standards/Requirements:

Education : Master's degree OR Certificate in Leadership and Management from the CSC
Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years OR completion of the SSS Branch Officership Program
Experience : 7 years branch operations supervisory experience in social security/financial institution OR any of the following:- With at least 4 years branch operations supervisory experience in social security/ financial institutions and 3 years of supervisory experience in support services- With at least 5 years branch operations supervisory experience provided that the appointee has completed the SSS Branch Officership Program- With at least 2 years branch operations supervisory experience in social security/ financial institution and 5 years of supervisory experience in support services, provided that the appointee has completed the SSS Branch Officership Program for Support Services Units.

Eligibility : Career Service Professional/ Second Level eligibility

Number of Vacancy/ies : Ten (10)

- 1 . Plantilla Item No. : 17-0029
CSC Posting ID : ExMan5728
Place of Assignment : Fairview Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
- 2 . Plantilla Item No. : 17-0089
CSC Posting ID : ExMan5729
Place of Assignment : Cubao Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
- 3 . Plantilla Item No. : 19-0151
CSC Posting ID : ExMan5730
Place of Assignment : Makati - Ayala Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
- 4 . Plantilla Item No. : 24-0104
CSC Posting ID : ExMan5731
Place of Assignment : Cabanatuan Branch
Regional Location : CENTRAL LUZON
Other Requirements : Practical Knowledge Exam
- 5 . Plantilla Item No. : 25-0016
CSC Posting ID : ExMan5732
Place of Assignment : Angeles Branch
Regional Location : CENTRAL LUZON
Other Requirements : Practical Knowledge Exam

- 6 . Plantilla Item No. : 30-0037
 CSC Posting ID : ExMan5733
 Place of Assignment : Cebu Branch
 Regional Location : CENTRAL VISAYAS
 Other Requirements : Practical Knowledge Exam
- 7 . Plantilla Item No. : 30-0144
 CSC Posting ID : ExMan5734
 Place of Assignment : Lapu-Lapu Branch
 Regional Location : CENTRAL VISAYAS
 Other Requirements : Practical Knowledge Exam
- 8 . Plantilla Item No. : 32-0020
 CSC Posting ID : ExMan5735
 Place of Assignment : Bacolod Branch
 Regional Location : WESTERN VISAYAS
 Other Requirements : Practical Knowledge Exam
- 9 . Plantilla Item No. : 36-0042
 CSC Posting ID : ExMan5736
 Place of Assignment : Davao Branch
 Regional Location : SOUTHERN MINDANAO
 Other Requirements : Practical Knowledge Exam
- 10 . Plantilla Item No. : 37-0035
 CSC Posting ID : ExMan5737
 Place of Assignment : General Santos City Branch
 Regional Location : CENTRAL MINDANAO
 Other Requirements : Practical Knowledge Exam

CSC Publication Code : 20160909-41-04
 CSC Website Posting Date : 09-September-2016
 Position Title : **Branch Head I**
 Annual Salary : 490,428.00 Salary/Job Grade : 1M

Job Qualification Standards/Requirements:

- Education : Master's degree OR Certificate in Leadership and Management from the CSC
- Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years OR completion of the SSS Branch Officership Program
- Experience : 7 years branch operations supervisory experience in social security/financial institution OR any of the following:- With at least 4 years branch operations supervisory experience in social security/ financial institutions and 3 years of supervisory experience in support services- With at least 5 years branch operations supervisory experience provided that the appointee has completed the SSS Branch Officership Program- With at least 2 years branch operations supervisory experience in social security/ financial institution and 5 years of supervisory experience in support services, provided that the appointee has completed the SSS Branch Officership Program for Support Services Units.

Eligibility : Career Service Professional/ Second Level eligibility

Number of Vacancy/ies : One (1)

- 1 . Plantilla Item No. : 35-0360
 CSC Posting ID : ExMan5727
 Place of Assignment : San Francisco, Agusan Branch
 Regional Location : CARAGA
 Other Requirements : Practical Knowledge Exam

CSC Publication Code : 20160909-41-04
CSC Website Posting Date : 09-September-2016
Position Title : **Branch Head II**
Annual Salary : 728,076.00 Salary/Job Grade : 2M

Job Qualification Standards/Requirements:

Education : Master's degree OR Certificate in Leadership and Management from the CSC
Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years
Experience : 10 years branch operations supervisory experience in social security / financial institution OR with at least 5 years branch operations supervisory experience in social security / financial institution and 5 years supervisory experience in support services functions
Eligibility : Career Service Professional/ Second Level eligibility
Number of Vacancy/ies : Three (3)

- 1 . Plantilla Item No. : 18-0344
CSC Posting ID : ExMan5724
Place of Assignment : San Juan Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
 - 2 . Plantilla Item No. : 19-0297
CSC Posting ID : ExMan5725
Place of Assignment : Makati - J.P. Rizal Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
 - 3 . Plantilla Item No. : 20-0177
CSC Posting ID : ExMan5726
Place of Assignment : Pasay - Roxas Branch
Regional Location : NCR
Other Requirements : Practical Knowledge Exam
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CSC Publication Code : 20160909-41-04
CSC Website Posting Date : 09-September-2016
Position Title : **Department Manager III**
Annual Salary : 949,536.00 Salary/Job Grade : 3M

Job Qualification Standards/Requirements:

Education : Master's degree OR Certificate in Leadership and Management from the CSC
Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years
Experience : 10 years branch operations managerial/ supervisory experience preferably in processing of benefits, loans, membership in social security / financial institution OR with at least 5 years in branch operations managerial/ supervisory experience preferably in processing of benefits, loans, membership in social security / financial institution plus any of the following:- At least 5 years of either managerial/ supervisory experience in support services - At least 5 years of relevant experience specifically in processing of benefits, loans, membership in social security/ financial institution
Eligibility : Career Service Professional/ Second Level eligibility

Number of Vacancy/ies : One (1)

1 . Plantilla Item No. : 14-0161
CSC Posting ID : ExMan5722
Place of Assignment : San Pablo Processing Center, Luzon Regional Processing Division
Regional Location : IV-A (CALABARZON)
Other Requirements : Practical Knowledge Exam

CSC Publication Code : 20160909-41-04
CSC Website Posting Date : 09-September-2016
Position Title : **Department Manager III**
Annual Salary : 949,536.00 Salary/Job Grade : 3M

Job Qualification Standards/Requirements:

Education : Master's degree OR Certificate in Leadership and Management from the CSC
Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years
Experience : Five (5) years of supervisory / management experience
Eligibility : Career Service Professional/ Second Level eligibility

Number of Vacancy/ies : One (1)

1 . Plantilla Item No. : 42-0035
CSC Posting ID : ExMan5723
Place of Assignment : Management Support Services Department
Regional Location : NCR
Other Requirements : Practical Knowledge Exam

CSC Publication Code : 20160909-41-04
CSC Website Posting Date : 09-September-2016
Position Title : **Vice President**
Annual Salary : 1,179,672.00 Salary/Job Grade : 4M

Job Qualification Standards/Requirements:

Education : Master's degree OR Certificate in Leadership and Management from the CSC
Training : 120 hours of supervisory/ management learning and development intervention undertaken within the last 5 years
Experience : 12 years branch operations managerial/ supervisory experience in social security/ insurance/ financial institution OR with at least 7 years branch operations managerial/ supervisory experience in social security / insurance / financial institution and 5 years managerial/ supervisory experience in support services function
Eligibility : Career Service Professional/ Second Level eligibility
Number of Vacancy/ies : One (1)

1 . Plantilla Item No. : 31-0001
CSC Posting ID : ExMan5721
Place of Assignment : Visayas Central 2 Division
Regional Location : EASTERN VISAYAS
Other Requirements : none

Please Direct Your Inquiries and Job Application to :

Agency Contact Person : Maria Celina M. Delapo
Position Title : Corporate Executive Officer II
Email Address/Tel. No. : opsd@sss.gov.ph / 527-3139
Agency Mailing Address : East Avenue, Diliman, Quezon City