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## Securities and Exchange Commission

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CSC Publication Code : 20140606-22-02  
CSC Website Posting Date : 06-June-2014  
Position Title : **SEC Assistant Director**  
Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor's Degree in AccountancyAny relevant master's degree  
Training : 120 hours managerial training  
Experience : 5 years work experience in accounting position3 years experience in supervision/  
management  
Eligibility : CES and RA 1080 (CPA)

Number of Vacancy/ies : One (1)

- 1 . Plantilla Item No. : F-3b-1  
CSC Posting ID : ExMan2966  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and make appropriate decisions under pressureStrong  
verbal and written communication skillsOrganizational skillsStrong leadership  
skillsExcellent people skillsExcellent presentation skillsExcellent planning and  
organizational skillsComputer literate

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Position Title : **SEC Assistant Director**  
Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor's Degree in Accountancy/ Financial Management or any business-related  
courseAny relevant master's degree  
Training : 120 hours managerial training  
Experience : 5 years work experience in accounting position3 years experience in supervision/  
management  
Eligibility : CES or any relevant 3rd degree eligibility

Number of Vacancy/ies : Two (2)

- 1 . Plantilla Item No. : F-3a-1  
CSC Posting ID : ExMan2965  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Ability to work quickly and make appropriate decisions under pressureStrong  
verbal and written communication skillsOrganizational skillsStrong leadership  
skillsExcellent people skillsExcellent presentation skillsExcellent planning and  
organizational skillsComputer literate
- 2 . Plantilla Item No. : F-3c-1  
CSC Posting ID : ExMan2967  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and make appropriate decisions under pressureStrong  
verbal and written communication skillsOrganizational skillsStrong leadership  
skillsExcellent people skillsExcellent presentation skillsExcellent planning and  
organizational skillsComputer literate
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Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor's Degree relevant to the jobAny relevant master's degree  
Training : 120 hours managerial training  
Experience : 5 years experience in the human resources environment3 years experience in supervision/ management  
Eligibility : CES/CSEE or any relevant 3rd level eligibility

Number of Vacancy/ies : One (1)

- 1 . Plantilla Item No. : F-1c-1  
CSC Posting ID : ExMan2953  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and with good decision making abilityStrong verbal and written communication skillsOrganizational skillsStrong leadership skills  
Excellent people skillsExcellent presentation skillsExcellent planning and organizational skillsComputer literate

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Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor's Degree in Accountancy; Master's Degree relevant to the job  
Training : 120 hours managerial training  
Experience : 5 years experience in the area of corporate structure and audit3 years experience in supervision, management  
Eligibility : CES/CSEE and RA 1080 (CPA)

Number of Vacancy/ies : One (1)

- 1 . Plantilla Item No. : D-1c-1  
CSC Posting ID : ExMan2962  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Ability to work quickly and make appropriate decisions under pressureStrong verbal and written communication skillsStrong leadership skillsOrganizational skillsFamiliarity with current softwareComputer literate
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Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor of Laws, Bachelor's Degree Business, Finance, Economics, Accountancy or any degree relevant to the jobMasters Degree, only for non-lawyer  
Training : 120 hours managerial training  
Experience : 5 years relevant experience; 3 years of which must be in a supervisory/managerial capacity  
Eligibility : CES/CSEE and RA 1080 (BAR or CPA), if applicable

Number of Vacancy/ies : Two (2)

1 . Plantilla Item No. : C-1b-1  
CSC Posting ID : ExMan2954  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Good decision-making abilityGood analytical skillsStrong verbal and written communication skillsGood leadership and good organizational skillsComputer literate; preferably, familiar with current capital market/business software systems applications Good presentation skillsGood interpersonal relation skills

2 . Plantilla Item No. : C-1c-1  
CSC Posting ID : ExMan2955  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Good decision-making abilityGood analytical skillsStrong verbal and written communication skillsGood leadership and good organizational skillsComputer literate; preferably, familiar with current capital market/business software systems applications Good presentation skillsGood interpersonal relation skills

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Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor of Laws, Bachelor's Degree in Business, Finance, Economics, Accountancy or any degree relevant to the jobMasters Degree, only for non-lawyer  
Training : 120 hours managerial training  
Experience : 5 years relevant experience; 3 years of which must be in a supervisory/managerial capacity  
Eligibility : CES/CSEE and RA 1080 (BAR or CPA), if applicable

Number of Vacancy/ies : Four (4)

1 . Plantilla Item No. : C-2a-1  
CSC Posting ID : ExMan2956  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Good decision-making abilityGood analytical skillsStrong verbal and written communication skillsGood leadership and good organizational skillsComputer literate; preferably, familiar with current capital market/business software systems applications Good presentation skillsGood interpersonal relation skills

2 . Plantilla Item No. : C-2c-1  
CSC Posting ID : ExMan2957  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Good decision-making ability Good analytical skills Strong verbal and written communication skills Good leadership and good organizational skills Computer literate; preferably, familiar with current capital market/business software systems applications Good presentation skills Good interpersonal relation skills

3 . Plantilla Item No. : C-3b-1  
CSC Posting ID : ExMan2958  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Good decision-making ability Sound analytical skills Strong verbal and written communication skills Good leadership and good organizational skills Computer literate; preferably, familiar with current capital market/business software systems applications Good presentation skills Good interpersonal relation skills

4 . Plantilla Item No. : C-3c-1  
CSC Posting ID : ExMan2959  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Good decision-making ability Sound analytical skills Strong verbal and written communication skills Good leadership and good organizational skills Computer literate; preferably, familiar with current capital market/business software systems applications Good presentation skills Good interpersonal relation skills

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Position Title : **SEC Assistant Director**  
Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor of Laws, Bachelor's Degree in Business or Public Administration, Masteral Degree relevant to the job

Training : 120 hours managerial training

Experience : 5 years experience in the area of corporate structure and corporate law practice; 3 years experience in supervision, management

Eligibility : CES/CSEE and RA 1080 (BAR)

Number of Vacancy/ies : Two (2)

1 . Plantilla Item No. : D-1a-1  
CSC Posting ID : ExMan2960  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and make appropriate decisions under pressure Strong verbal and written communication skills Strong leadership skills Organizational skills Familiarity with current software Computer literate

2 . Plantilla Item No. : D-1b-1  
CSC Posting ID : ExMan2961  
Place of Assignment : Head Office  
Regional Location :  
Other Requirements : Ability to work quickly and make appropriate decisions under pressureStrong verbal and written communication skillsStrong leadership skillsOrganizational skillsFamiliarity with current softwareComputer literate

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Position Title : **SEC Assistant Director**  
Annual Salary : 884,592.00 Salary/Job Grade : SG-25

Job Qualification Standards/Requirements:

Education : Bachelor of Laws  
Training : 120 hours managerial training  
Experience : 6 years experience in a investigation or litigation in regulatory and compliance activities; 4 years of which must be in a supervisory/managerial capacity  
Eligibility : CES/CSEE and RA 1080 (BAR)

Number of Vacancy/ies : Two (2)

1 . Plantilla Item No. : E-1a-1  
CSC Posting ID : ExMan2963  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and with good decision making abilityStrong verbal and written communication skillsOrganizational skillsStrong leadership skills / good analytical skillsFamiliarity with current softwares/systems applications for registrations, licensing, monitoring and supervision of players in the capital market Computer literate

2 . Plantilla Item No. : E-1b-1  
CSC Posting ID : ExMan2964  
Place of Assignment : Head Office  
Regional Location : NCR  
Other Requirements : Ability to work quickly and with good decision making abilityStrong verbal and written communication skillsOrganizational skillsStrong leadership skills / good analytical skillsFamiliarity with current softwares/systems applications for registrations, licensing, monitoring and supervision of players in the capital market Computer literate

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CSC Publication Code : 20140606-22-02  
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Position Title : **SEC Director**  
Annual Salary : 1,156,500.00                      Salary/Job Grade : SG-26

Job Qualification Standards/Requirements:

Education : Bachelor of Laws  
Training : 120 hours managerial training  
Experience : 7 years experience in the capital markets industry, including experience in monitoring capital markets-related activities; 5 years of which must be in a supervisory/managerial capacity  
Eligibility : Career Executive Service and RA 1080 (Bar)  
Number of Vacancy/ies : One (1)

1 . Plantilla Item No. : GXIL 1  
CSC Posting ID : ExMan2952  
Place of Assignment : Iloilo Extension Office  
Regional Location : WESTERN VISAYAS  
Other Requirements : Ability to manage large number of staff; Ability to work quickly and with good decision making ability; Strong verbal and written communication skills; Organizational skills; Ability to demonstrate strong leadership skills; Familiarity with current softwares/systems applications for registrations, licensing, monitoring and supervision of players in the capital market; Computer literate

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***Please Direct Your Inquiries and Job Application to :***

Agency Contact Person : Atty. Sonia E. Diamante  
Position Title : SEC Assistant Director  
Email Address/Tel. No. : sediamante@sec.gov.ph / (02) 5845714  
Agency Mailing Address : SEC Bldg. EDSA Greenhills, Mandaluyong City