

## ANNEX C-1

QS for Department Head and Assistant Department Head positions Created under Special Laws

### PROVINCES

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
Provincial Government Department Head (Agricultural and Biosystems Engineer)	26	2	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	5 years of experience in position involving management and supervision, 1 year of which is relevant to agricultural engineering or agricultural and biosystems engineering	None required	RA No. 1080, as amended (Agricultural and Biosystems Engineer)	RA No. 10915 and DA-DBM-CSC-DILG JC No. 02, s. 2020
Provincial Government Department Head (Disability Affairs Officer)	26	2	Bachelor's degree	5 years in position/s involving management and supervision, 1 year of which is relevant to disability affairs	32 hours of training in management and supervision on disability affairs	Career Service Professional/ Second Level Eligibility	RA No. 10070 and CSC MC No. 07 Series 2018
Provincial Government Department Head (Local Disaster Risk Reduction and Management Officer)	26	2	Bachelor's degree	5 years in position/s involving management and supervision, 1 year of which is relevant to Disaster Risk Reduction and Management	32 hours of training in management and supervision on Disaster Risk Reduction and Management	Career Service Professional/ Second Level Eligibility	RA No. 10121 and NDRRMC-DILG-DBM-CSC No. 2014-1

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Provincial Government Department Head (PESO Manager)	26	2	Bachelor's degree preferably in any of the following: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and/or allied fields	5 years of supervisory/ management experience in program management relative to employment facilitation	None required	Career Service Professional/ Second Level Eligibility	RA No. 10691 and CSC MC No. 20, s. 2019
Provincial Government Department Head (Tourism Officer)	26	2	Bachelor's degree in Tourism, Business, Law, Economics, Marketing, Public Administration or other related fields	5 years of work experience and involvement in the tourism industry either in the private sector or the government	Department of Tourism specific and mandatory training such as but not limited to the following: Tourism Awareness and Capability Building Seminar for LGUs; Seminar on Disaster Risk Reduction and Management; Basic Tourism Statistics Training (BTST); Local Tourism Guidebook Orientation; and Seminar on Gender and Development Orientation	Career Service Professional/ Second Level Eligibility	RA No. 9593 and CSC MC No. 4, s. 2018

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Provincial Government Assistant Department Head (Assistant Agricultural and Biosystems Engineer)	24	2	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	4 years of experience in position involving management and supervision, 1 year of which is relevant to agricultural engineering or agricultural and biosystems engineering	None required	RA No. 1080, as amended (Agricultural and Biosystems Engineer)	RA No. 10915 and DA-DBM-CSC-DILG JC No. 02, s. 2020
Provincial Government Assistant Department Head (Disability Affairs Officer)	24	2	Bachelor's degree	4 years in position/s involving management and supervision, 1 year of which is relevant to disability affairs	24 hours of training in management and supervision on disability affairs	Career Service Professional/ Second Level Eligibility	RA No. 10070 and CSC MC No. 07 Series 2018
Provincial Government Assistant Department Head (Local Disaster Risk Reduction and Management Officer)	24	2	Bachelor's degree	4 years in position/s involving management and supervision, 1 year of which is relevant to Disaster Risk Reduction and Management	24 hours of training in management and supervision on Disaster Risk Reduction and Management	Career Service Professional/ Second Level Eligibility	RA No. 10121 and NDRRMC-DILG-DBM-CSC No. 2014-1
Provincial Government Assistant Department Head (Assistant PESO Manager)	24	2	Bachelor's degree preferably in any of the following areas: Operations Management (OM); Human Resource Management (HRM); Human Resource Development (HRD); and/or allied fields	4 years of supervisory/ management experience in program management relative to employment facilitation	None required	Career Service Professional/ Second Level Eligibility	RA No. 10691 and CSC MC No. 20, s. 2019

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Provincial Government Assistant Department Head (Tourism Officer)	24	2	Bachelor's degree in Tourism, Business, Law, Economics, Marketing, Public Administration or other related fields	4 years of work experience and involvement in the tourism industry either in the private sector or the government	Department of Tourism specific and mandatory training such as but not limited to the following: Tourism Awareness and Capability Building Seminar for LGUs; Seminar on Disaster Risk Reduction and Management; Basic Tourism Statistics Training (BTST); Local Tourism Guidebook Orientation; and Seminar on Gender and Development Orientation	Career Service Professional/ Second Level Eligibility	RA No. 9593 and CSC MC No. 4, s. 2018