

ANNEX C-1

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

CITIES

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Department Head III (Agricultural and Biosystems Engineer)	27	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 DA-DBM-CSC-DILG JC No. 02, s. 2020
City Government Department Head II (Agricultural and Biosystems Engineer)	26						
City Government Department Head I (Agricultural and Biosystems Engineer)	25						
City Government Department Head III (Disability Affairs Officer)	27	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 CSC MC No. 07 Series 2018
City Government Department Head II (Disability Affairs Officer)	26						
City Government Department Head I (Disability Affairs Officer)	25						

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Department Head III (Local Disaster Risk Reduction and Management Officer)	27	2	Bachelor's degree	5 years in position 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 NDRRMC-DILG- DBM-CSC No. 2014-1
City Government Department Head II (Local Disaster Risk Reduction and Management Officer)	26						
City Government Department Head I (Local Disaster Risk Reduction and Management Officer)	25						
City Government Department Head III (PESO Manager)	27	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 CSC MC No. 20, s. 2019
City Government Department Head II (PESO Manager)	26						
City Government Department Head I (PESO Manager)	25						

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Department Head III (Tourism Officer)	27	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 CSC MC No. 4, s. 2018
City Government Department Head II (Tourism Officer)	26						
City Government Department Head I (Tourism Officer)	25						
City Government Assistant Department Head III (Agricultural and Biosystems Engineer)	25	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 DA-DBM-CSC-DILG JC No. 02, s. 2020

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Assistant Department Head II (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 DA-DBM-CSC-DILG JC No. 02, s. 2020
City Government Assistant Department Head I (Assistant Agricultural and Biosystems Engineer)	23	2	Bachelor's degree in Agricultural Engineering or Agricultural and Biosystems Engineering	3 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 DA-DBM-CSC-DILG JC No. 02, s. 2020
City Government Assistant Department Head III (Disability Affairs Officer)	25	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 CSC MC No. 07 Series 2018
City Government Assistant Department Head II (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 CSC MC No. 07 Series 2018
City Government Assistant Department Head I (Disability Affairs Officer)	23	2	Bachelor's degree	3 years of relevant experience on disability affairs	16 hours of relevant training on disability affairs	Career Service Professional/ Second Level Eligibility	RA No. 10070 CSC MC No. 07 Series 2018

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Assistant Department Head III (Local Disaster Risk Reduction and Management Officer)	25	2	Bachelor's degree	5 years in position 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 NDRRMC-DILG-DBM-CSC No. 2014-1
City Government Assistant Department Head II (Local Disaster Risk Reduction and Management Officer)	24	2	Bachelor's degree	4 years in position 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 NDRRMC-DILG-DBM-CSC No. 2014-1
City Government Assistant Department Head I (Local Disaster Risk Reduction and Management Officer)	23	2	Bachelor's degree	3 years of relevant experience on Disaster Risk Reduction and Management	16 hours of relevant training on Disaster Risk Reduction and Management	Career Service Professional/ Second Level Eligibility	RA No. 10121 NDRRMC-DILG-DBM-CSC No. 2014-1

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
City Government Assistant Department Head III (PESO Manager)	25	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 CSC MC No. 20, s.2019
City Government Assistant Department Head II (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 CSC MC No. 20, s.2019
City Government Assistant Department Head I (Assistant PESO Manager)	23	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	3 years of experience in program management relative to employment facilitation	None required	Career Service Professional/ Second Level Eligibility	RA No. 10691 CSC MC No. 20, s.2019
City Government Assistant Department Head III (Tourism Officer)	25	2	Bachelor's degree in Tourism, Business, Law, Economics, Marketing, Public	5 years of work experience and involvement in the tourism industry either in	Department of Tourism specific and mandatory training such as but not limited to	Career Service Professional/ Second Level Eligibility	RA No. 9593 CSC MC No. 4, s. 2018

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
			Administration or other related fields	the private sector or the government	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		
City Government Assistant Department Head II (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	Career Service Professional/ Second Level Eligibility	RA No. 9593 CSC MC No. 4, s. 2018

POSITION	SALARY GRADE	LEVEL	EDUCATION	EXPERIENCE	TRAINING	ELIGIBILITY	REFERENCE
					(BTST); Local Tourism Guidebook Orientation; and Seminar on Gender and Development Orientation		
City Government Assistant Department Head I (Tourism Officer)	23	2	Bachelor's degree in Tourism, Business, Law, Economics, Marketing, Public Administration or other related fields	3 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 CSC MC No. 4, s. 2018