

# Philippine National Volunteer Service Coordinating Agency

**3L Publication Code 444-20191025-01**

(Posted on 25-October-2019)

## **Executive Director III (1 vacancy)**

Annual Salary: 1,646,340.00 Salary Grade: (28)

Item# PNVSCAB-EXED3-1-2019; Posting ID:7079

Place of Assignment: Office of the Executive Director

### Qualification Requirements

- Education : Master's Degree in Public Administration, Management, Social/Community Development, Development Studies and related fields
- Training: None Required
- Experience : Ten (10) years of experience in development work, with five (5) years in supervisory/managerial position.
- Eligibility : CES rank or eligibility
- Others : Good communication skills; experience in dealing with government agencies, non-government organizations and international organizations; and good moral character.

Desired/Preferred Qualifications:

Leadership Competencies:

- Building and Sustaining working relationship  
The social skills to build and actively maintain working relationships that foster teamwork and collaboration with others for the benefit of a common goal
- Managing performance and coaching for results  
Leads the organization by example and through coaching toward a performance-based culture and the achievement of public service performance standards
- Leading Change  
Plans, defines and exhibits buy-in and full support for the change management plan to succeed organization-wide to improve organizational effectiveness. The ability to analyze problems and develop lasting solutions.
- Thinking strategically and creatively  
Interprets the complex and volatile nature of the environment to the agency or organization and adaptively moves it into a more strategic position where it can better address the challenges it faces both now and into the future.
- Creating and nurturing a high performing organization  
Fosters and cultivated a shared sense of commitment between and/or among groups, departments and clients despite difference and/or complexities of relationships and leads the organization towards a learning culture committed to continuous improvement and talent development.

Technical Competencies:

- Experienced in policy, planning and program management within a development context

- Experience in networking, advocacy and/or influencing a range of decision-makers e.g. legislators, national/local government, private sector leaders or inter-government organizations
- Demonstrated success in engaging with and mobilizing partners in development
- Aware and sensitive of political and socio-cultural context
- Excellent communication and social skills

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***Please direct your inquiries and submit application letter, resume, copy of Eligibility and transcript of records to :***

Chief Administrative Officer Rudy R. Carlos  
Philippine National Volunteer Service Coordinating Agency, Ground Floor, Sugar Center  
Building, North Avenue, Diliman, Quezon City  
email inquiry@pnvsca.gov.ph or call telephone number 8927-68-47

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