

RISK OFFICERS (ROO-HO)

(National Capital Reg - Pasay City)

General Job Description

The successful candidates shall report to the Risk Oversight Office (ROO), an office whose main responsibility is to provide technical support to the Board-level Risk Oversight Committee in the performance of the Committee's risk oversight functions. As part of the multidisciplinary team, the Risk Officers shall perform among others data collection, researches, data analysis, and report preparation related to the management of risks faced by the GSIS.

Requirements:

- Candidate should be a graduate of Computer Science/Information Technology/Management Information Systems, Business Studies/Administration/Management, Finance/Accountancy/Banking, Engineering, Economics, Journalism, Social Sciences or equivalent, preferably with a postgraduate diploma or master's degree.
- Three years relevant experience
- With relevant training or seminars
- Must be Civil Service eligible (Professional or its equivalent)
- Proficient in Microsoft Office applications (Word, Excel, Powerpoint, MS Outlook)

Competencies:

- Analytical and Integrative thinking
- Multidisciplinary orientation
- Possesses environmental acumen
- Has experience in project management and policy analyses
- With above average written and oral communication skills and can produce technical and well as high-impact communication materials
- Knowledgeable in the use of Bloomberg preferable, but not required
- With good interpersonal skills
- Able to handle pressure