

BRIEF PROFILE OF KEY OFFICERS

Name	Designation	Unit of Assignment	Educational Background	Professional Experience	Government Eligibilities	Areas of Specialization	Relevant Training
Nelia O. Oandasan	Acting Vice President and Department Manager III	Corporate Services Group and Human Resources Department (concurrent)	<p>Bachelor of Laws (Arellano University School of Law)</p> <p>Bachelor of Arts in Social Sciences Majors:</p> <ul style="list-style-type: none"> Economics Anthropology (University of the Philippines-Baguio) 	<p>Home Guaranty Corporation</p> <ul style="list-style-type: none"> Acting Vice President- 04/02/2018 - Present Department Manager III- 07/28/11-Present Acting Vice President- 11/05/15-03/31/16 Corporate Attorney V- 11/15/10-07/27/11 Chief of Staff-09/23/10-01/12/16 Internal Auditor IV- 01/12/07-11/14/10 Acting Corporate Executive Officer I- 06/22/06-01/11/07 Senior Financial Specialist- 07/01/00-01/11/07 <p>Office of the President, Malacañang (Office of the Executive Secretary)</p> <ul style="list-style-type: none"> Lawyer/Technical Staff- 08/09/10-09/06/10 <p>Office of the Vice President of the Philippines 03/04/08-08/08/10</p> <ul style="list-style-type: none"> Vice Presidential Management Staff Coordinator for NCR and Luzon <p>Housing and Urban Development Coordinating Council (Office of the Chairman)</p>	<p>Bar</p> <p>Career Service Professional Eligibility</p>	<p>Civil Service and Government Corporate Laws</p> <p>Audit and Compliance</p> <p>Housing Policies</p> <p>Human Resource Management</p> <p>Research and Technical Writing</p> <p>Corporate Services Management</p>	<ul style="list-style-type: none"> Business Continuity Management System Development Course Streamlining Compliance with the Data Privacy Act Security Awareness and Data Privacy Training Republic Act 9184 and Its 2016 Revised IRR Recruitment, Selection and Placement System John Robert Powers: Executive Achievers Program Crafting of the Strategic Performance Management System (SPMS) Calendar and Performance Management Team Operating Guidelines Workshop on Crafting of Success Indicators and Formulation of Rating Matrices Republic Act No. 9184, Its Revised Implementing Rules and Regulations, and Updates on Public Procurement Competency Modeling and Profiling Competency-Based Job Descriptions and Qualification Standards Seminar on Coaching for High Performance Competency Assessment

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				<ul style="list-style-type: none"> Technical Staff-07/01/00-03/14/04 Presidential Management Staff, Malacañang (Social Policy Office) <ul style="list-style-type: none"> Presidential Staff Officer II-11/03/99-06/30/00 Presidential Staff Officer I-02/16/98-11/02/99 Consultant- 09/16/97-02/15/98 China Banking Corporation <ul style="list-style-type: none"> Foreign and Loans Assistant-08/04/97-09/15/97 			<ul style="list-style-type: none"> Course on Integration of Competencies in the HR System Risk Assessment and Risk Treatment Training Leadership and QMS: Top Management Role under ISO 9001:2015 Mandatory Continuing Legal Education Strategic Performance Management System Essentials of Supervision and Leadership Professional Business Operations and People Management Training Building and Property Management Training Financial Management Orientation/Lecture on the Valley Fault System and Disaster Preparedness Training on Completed Staff Work Seminar on Government Procurement Reform Act (Republic Act No. 9184) Root Cause Analysis Mandatory Continuing Legal Education Effective Employee Discipline Training Evaluation: Measuring the Impact of Training Training the Trainers Events Management Training

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							<ul style="list-style-type: none">• Effective Leadership Skills• Human Resource Management Training• How to Implement 5S in the Workplace• Supervisory Skills Training• Ethical Decision Making• Effective Office Administration• Basic Leadership Training• 2nd Global Forum on Migration and Development• United States (US) Subprime Meltdown: A Seminar on Risk Management• The 7 Habits of Highly Effective People• Operational Auditing• Risk-Based Audit Approach• 14th Supervisory Development Course• Basic Internal Audit• Accounting for Non-Accountants• Principles of Data Analysis and Presentation