
JOSEFINA M. OLAN-FORNILOS

SENIOR VICE PRESIDENT

Central Processing Group
Social Security System (SSS)
920-6401 loc. 5929
924-7863



BRIEF DESCRIPTION OF FUNCTION

- Responsible for the formulation of the Group's plans, programs, deliverables and operating budget;
- Ensures the efficient and effective implementation of such plans and programs and attainment of deliverables and commitments;
- Recommends policy, procedures and systems changes or enhancements in connection with the processing and payment of all types of benefits and maintenance of membership, contribution and loan repayment records.

MAJOR ACHIEVEMENTS

- One of the pioneer internal auditors that set up the SSS Internal Audit Service Office
 - Northern Mindanao Division
 - Improved the performance/attained the targets of the Division on coverage, collection and service delivery
 - Improved the image of the SSS in the region
 - Instituted reform measures in the filing/processing of benefit claims resulting to the elimination of fraudulent claims in the area
 - Enhanced employees' morale/efficiency, branches and employees of the division won various awards and recognitions from internal and external award giving bodies
 - Effectively managed the crisis on SSS operations in the area and the employees affected by Typhoon Sendong
 - Central Processing Division/Group
 - Managed the implementation of the new reorganized structure of the processing centers/divisions
 - Managed oversight of the implementation of the new electronic system in the payment of death, disability and retirement benefits (DDR Workflow System)
 - Implemented reforms that normalized workload balance and improve processing time
 - Regular panelist on Oral Examination (Revalida) for Various SSS programs – MMDP, BOP, BMP, MAP
 - Vice Chairperson, Bids and Awards Committee II, Member, Benefits Review Committee
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PROFESSIONAL WORK EXPERIENCE / HIGHLIGHTS

- January 13, 2016 – Present Senior Vice President, Central Processing Group
- January 21, 2015 – January 12, 2016 Vice President/Designated OIC, Central Processing Division
- November 13, 2013 - January 20, 2015 Asst. Vice President/Designated OIC, CPD
- March 13, 1998 – November 12, 2013 Asst. Vice President, Northern Mindanao Division
- September 27, 1994 - March 12, 1998 Asst. Dept. Manager/Dept. Manager, (Various Units)
- April 01, 1987 - September 26, 1994 Internal Audit Examiner/ Audit Officer/Supervising Internal Auditor, Internal Audit Service
- April 01, 1986 to March 30, 1987 Clerk (various units)
- January 04, 1984 to March 30, 1986 Contractual Employee

EDUCATIONAL ATTAINMENT

- **Bachelor of Laws**
Far Eastern University, Manila
1989-1993
Salutatorian
 - **Bachelor of Science in Commerce**
Major in Accounting
Ortanez University, Quezon City
1979-1983
Cum Laude
 - **The Mabini Academy, Lipa City**
Secondary
1974-1978
 - **San Andres Elementary School**
Malvar, Batangas
1969-1974
Valedictorian
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