

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)	1. NAME OF EMPLOYEE ASIO VICTOR IV BINGCO (Family Name) (Given Name) (Middle Name)								
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University, Baybay City, Leyte	3. BUREAU OR OFFICE								
4. DEPT./BRANCH/DIVISION Agronomy and Soil Science	5. WORK STATION/PLACE OF WORK								
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO. 6b. PREV. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO. VISCAB-PROF6-	7a. SALARY P.A.: P 749,856.00 7b. OTHER COMPENSATION: P 24,000.00 8-2011								
8. OFFICIAL DESIGNATION OF POSITION Professor VI	9. WORKING PROPOSED TITLE								
10. WAPCO CLASSIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE (leave blank)								
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [] CITY [] PROVINCE [] 1st [] 2nd [] 3rd [] 4th [] 5th [] 6th []									
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional sheets.									
Percent of Working Time: D U T I E S									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; vertical-align: top; padding: 5px;">35</td> <td style="padding: 5px;">Teaches graduate and undergraduate courses in soil science and related fields (ecology and environmental management).</td> </tr> <tr> <td style="vertical-align: top; padding: 5px;">25</td> <td style="padding: 5px;">Conducts research on soil characterization, soil genesis, soil degradation, nutrient dynamics and impact of land use change.</td> </tr> <tr> <td style="vertical-align: top; padding: 5px;">25</td> <td style="padding: 5px;">Handles administrative functions</td> </tr> <tr> <td style="vertical-align: top; padding: 5px;">15</td> <td style="padding: 5px;">Serves as resource person in various trainings, seminars, workshops and conferences</td> </tr> </table> <div style="margin-top: 10px; margin-left: 10px;"> $\frac{15}{100}$ </div>		35	Teaches graduate and undergraduate courses in soil science and related fields (ecology and environmental management).	25	Conducts research on soil characterization, soil genesis, soil degradation, nutrient dynamics and impact of land use change.	25	Handles administrative functions	15	Serves as resource person in various trainings, seminars, workshops and conferences
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1. POSITION TITLE OF IMMEDIATE SUPERVISOR <p style="text-align: center;">Vice Pres. for Acad. Affairs</p>	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR <p style="text-align: center;">President</p>
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16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)

17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.

 Computer, printer, books, pens, etc.

18. CONTRACT <table style="width:100%; margin-left: 20px;"> <tr> <td></td> <td style="text-align: center;"><u>Occasional</u></td> <td style="text-align: center;"><u>Frequent</u></td> </tr> <tr> <td>General Public</td> <td style="text-align: center;">[X]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Other (Specify)</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> </table>		<u>Occasional</u>	<u>Frequent</u>	General Public	[X]	[]	Other Agencies	[]	[]	Supervisors	[]	[]	Management	[]	[]	Other (Specify)	[]	[]	19. WORKING CONDITION <table style="width:100%; margin-left: 20px;"> <tr> <td>Normal Working Condition</td> <td style="text-align: right;">[X]</td> </tr> <tr> <td>Field Work</td> <td style="text-align: right;">[]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: right;">[]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: right;">[]</td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: right;">[]</td> </tr> </table>	Normal Working Condition	[X]	Field Work	[]	Field Trips	[]	Exposed to Varied Weather	[]	Others (Specify)	[]
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20. I CERTIFY that the above answers are accurate and complete.

_____ Date

 _____ Signature of Employee

21. Describe briefly the general function of the Unit or Section.
Offers graduate and undergraduate courses in soil science, conducts research in soil science and conducts extension activities

22. Describe briefly the general function of the position.
Teaches graduate and undergraduate courses in soil science and related fields, conducts research, and serves as resource person in extension activities

23a. Indicate the required qualifications by years and kind of education considered in filling up a vacancy for this position. (Keep the position in mind rather than the qualifications of the present incumbent. This item should be filled for all positions other than teaching).

Education: Relevant doctoral degree

Experience: 5 yrs. of relevant experience; 32 hrs. of relevant training.

23b. Licenses or certificates required to do this work, if any.

24. I HEREBY CERTIFY that the above answers are accurate and complete.

_____ Date

 OSCAR B. POSAS - VP for Academic Affairs

 Signature and Title of Immediate Supervisor

25. APPROVED:

_____ Date

 JOSE L. BACUSMO

 Head of Agency