

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE PATINDOL REMBERTO ANDOY (Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University		3. BUREAU OR OFFICE VISAYAS STATE UNIVERSITY
4. DEPT./BRANCH/DIVISION DMPS, VSU		5. WORK STATION/PLACE OF WORK VISAYAS STATE UNIVERSITY
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO. <u>USCAB-APR03-14-1998</u>	7a. SALARY P.A.: ₱ 356,208 - 7b. OTHER COMPENSATION: ₱ 24,000.00
8. OFFICIAL DESIGNATION OF POSITION Associate Professor V		9. WORKING PROPOSED TITLE Associate Professor V
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE (leave blank)
12. FOR LOCAL GOVERNMENT POSITION, CLER GOVERNMENT UNIT AND UNIT'S CLASS MUNICIPALITY [] CITY [] PROVINCE [] <div style="display: flex; justify-content: space-around;"> 1st [] 2nd [] 3rd [] 4th [] 5th [] 6th [] </div>		
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional sheets.		
Percent of Working Time	DUTIES	
50%	Teaches mathematics, statistics and computer science courses.	
30%	Dean, College of Arts and Sciences	
20%	Head, Department of Mathematics, Physics and Statistics	

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Vicepres. for Acad. Affairs

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

President

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.

Books, chalk, eraser, handouts, calculator, computer etc.

18. CONTRACT

Occasional

Equipment

General Public

[]

[/]

Other Agencies

[/]

[]

Supervisors

[]

[/]

Management

[/]

[]

Other (Specify)

[]

[]

19. WORKING CONDITION

Normal Working Condition

[/]

Field Work

[]

Field Trips

[]

Exposed to Varied Weather

[]

Others (Specify)

[]

20. I CERTIFY that the above answers are accurate and complete.

10/14/09

Date

Remberto A. Patindol
REMBERTO A. PATINDOL

Signature of Employee

21. Describe briefly the general function of the Unit or Section

To conduct research, instruction and extension.

22. Describe briefly the general function of the position.

To conduct research, instruction and extension.

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 position)

Education: *relevant masteral degree*

Experience: *3 yrs. of relevant experience; 16 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
OSCAR B. POSAS

Signature and Title of Immediate Supervisor

25. APPROVED:

Date

Jose L. Bacusmo
JOSE L. BACUSMO
Head of Agency