

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

1. NAME OF EMPLOYEE

DINGAL ALFREDO G
(FAMILY NAME) (GIVEN NAME) (M.I)

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

7a. SALARY P.A. ; 7b. OTHER COMPEN-
SATION

AUTHORIZED
ACTUAL P49,092.00

9. WORKING OR PROPOSED TITLE

Instructor III (Res/Ext)

11. OCCUPATIONAL GROUP TITLE
(leave blank)

2. DEPARTMENT, CORPORATION OR AGENCY?

LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH DIVISION

RCRC, VISCA

6a. PRES. APPROP.

ACT/ EO 87

BOARD RES./

ORD. NO.

ITEM NO. 26-5

6b. PREV. APPROP.

ACT/

BOARD RES./

ORD. NO.

ITEM NO.

8. OFFICIAL DESIGNATION OF POSITION

Instructor III (Res/Ext)

10. WAPCO CLASSIFICATION OF THIS POSITION

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 attach additional sheets.

Percent of
Working
Time

25%

1. To conduct the experiment on "UPLB coconut breeding project:
Field Performance Trial of Coconut Hybrids."

20%

2. To continue the implementation of experiments on cassava
planted under coconut.

20%

3. To continue the implementation of experiments on cultural
management aspects of Yantia under shady conditions.

15%

4. To conduct extension project related to barangay-based
rural development project for small coconut farmers.

10%

5. To prepare research proposals related to coconut
physiology.

10%

6. To do other jobs that will be assigned by the Director.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Director, RCRC

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Director of Research & Extension

16. NAMES, TITLES and Item NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than(7), list only by their item nos. and titles).

None

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

Compound microscope, typewriter, calculator, etc.

18. CONTACTS

Occasional

Frequent

General Public	: ☒ :	: _____ :
Other Agencies	: ☒ :	: _____ :
Supervisors	: _____ :	: ☒ :
Management	: _____ :	: ☒ :
Others (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.

5/10/90
Date

ALFREDO G. DINGAL
Signature of Employee

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

To conduct research and extension services on all aspects of coconut for the benefit of the Visayas region.

22. Describe briefly the general function of the position.

To conduct researches related to coconut.

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: BS degree with specific area of specialization plus
Experience: other requirements per QS of the College

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

None

24. I hereby certify that the above answers are accurate and complete.

5/10/90
Date

NERELITO P. PASCUAL - Director
Signature and Title of Immediate Supervisor

25. APPROVED:

Date

M. R. VILLANUEVA
Head of Agency