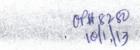
REPUBLIC OF THE PHILIPPINES		1. NAME OF EMPLOYEE
BC-CSC Form No. 1		LINA EUSEBIO JR. R.
(Position Description Form)		(Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University		3. BUREAU OR OFFICE VISAYAS STATE UNIVERSITY
4. DEPT./BRANCH/DIVISION		5. WORK STATION/PLACE OF WORK
DMPS, VSU		VISAYAS STATE UNIVERSITY
6a. PRES. APPRO ACT/	. 6b. PREV. APPRO. ACT/	7a. SALARY P.A.:
BOARD RES/	BOARD RES/	7b. OTHER COMPENSATION:
ORD. NO.	ORD. NO.	
ITEM NO.	ITEM NO.	
0 OFFICIAL DEC	ICNATION OF POSITION	9. WORKING PROPOSED TITLE
8. OFFICIAL DES	IGNATION OF POSITION	9. WORKING PROPOSED TITLE
Instructor	1	Instructor
	SIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE
To. WITH CO CEITO		(leave blank)
		(Teave Static)
12. FOR LOCAL C	GOVERNMENT POSITION, CLER GOVERNM	ENT UNIT AND UNIT'S CLASS
MUNICIPALITY [] CITY [] PROVINCE []		
	ententials - Call	fate any of accord Icropies
1st	2nd 3rd 4th 5th	6th
[]		
. ,		
13. STATEMENT sheets.	OF DUTIES AND RESPONSIBILITIES. If mor	re space is needed, please attached additional
Percent of		DUTLES
Working Time		DUTIES
85%	Teaches assigned subject and performs other teaching related functions, among others the following: Prepared teaching materials/guides and submit to department head.	
b) Conducts examination (mid/final/long hours/quizzes). c) Checks test papers and return 1 week after exam.		
		records to department head two weeks after final
	examination.	records to department head two weeks after final
5%	examination. 2. Member in different committees.	
5%	Nember in different committees. Participate in the co-curricular activities.	
5% 4. Perform other functions assigned by the Department Head.		Denartment Head
100%	To the time transfer and the control assigned by the c	Sopartinont Fload.

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14. POSITION TITLE OF IMMEDIATE SUPERVISO DEPARTMENT HEAD	DR 15. POSITION TITLE OF NEXT HIGHER SUPERVISOD COLLEGE DEAN
16. NAMES, TITLES AND ITEM NOS. OF THOSE ones, and titles)	YOU DIRECTLY SUPERVISE (if more than (7), list only by their item
17. MACHINES, EQUIPMENT, TOOLS, etc. used reg	gularly in performance of work.
Books, chalk, eraser, handouts, cald	
18. CONTRACT	19. WORKING CONDITION
Occasional Equipn	[2] [2] [2] [2] [2] [2] [2] [2] [2] [2]
General Public [] [/]	
Other Agencies [/]	Field Trips
Supervisors [] [/]	Exposed to Varied Weather []
Management [/]	Others (Specify)
Other (Specify)	t 1
20. I CERTIFY that the above answers are accurate an	d complete.
	Greenichinate.
Sept. 04, 2013 Date	EUSEBIO R. LINA JR.
Date	Signature of Employee
21. Describe briefly the general function of the Unit or	
To conduct research, instruction and	extension.
22. Describe briefly the general function of the position	
To conduct research, instruction and	
Education: Masteral degree in the fi	ield ef specialization.
23b. Licenses or certificates required to do this work,	if any.
24. I HEREBY CERTIFY that the above answers are	accurate and complete.
Date	REMBERTO A PATINDOL Signature and Title of Immediate Supervisor
25 ADDROVED	
25. APPROVED: Date	JOSE L. BACUSMO Mead of Agency