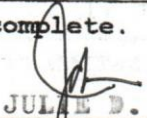
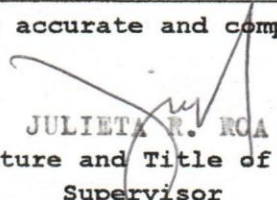
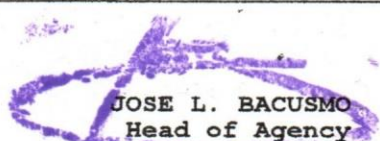


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE TAN JULIE DIAMANTE (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University, Baybay City, Leyte		3. BUREAU OR OFFICE PhilRootcrops, VSU	
4. DEPT./BRANCH/DIVISION PhilRootcrops, VSU		5. WORK STATION/PLACE OF WORK	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.		7a. SALARY P.A.: P697,584.00 7b. OTHER COMPENSATION: P 24,000.00	
6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.			
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			
60%	To implement approved research proposals.		
20%	To supervise Postharvest staff and researchers and teach Food Science Courses		
10%	To make research proposals in line with the Centers priority area.		
10	To do other works assigned from time to time by the VSU President and other Officials		

<p>14. POSITION TITLE OF IMMEDIATE SUPERVISOR</p> <p style="text-align: center;">DIRECTOR</p>	<p>15. POSITION TITLE OF NEXT HIGHER SUPERVISOR</p> <p style="text-align: center;">PRESIDENT</p>																												
<p>16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)</p> <p style="text-align: center;">Project Leader, Research Assistant/Aide & Study Leaders</p>																													
<p>17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.</p> <p style="text-align: center;">pH meter, incubator, spectrophotometer, computer, oven</p>																													
<p>18. CONTRACT</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">Occasional</th> <th style="text-align: center;">Frequent</th> </tr> </thead> <tbody> <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;">[x]</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> </tbody> </table>		Occasional	Frequent	General Public	[X]	[]	Other Agencies	[x]	[]	Supervisors	[]	[]	Management	[]	[]	Other (Specify)	[]	[]	<p>19. WORKING CONDITION</p> <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Normal Working Condition</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Field Work</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Others (Specify) (Laboratory)</td> <td style="text-align: center;">[x]</td> </tr> </tbody> </table>	Normal Working Condition	[X]	Field Work	[]	Field Trips	[]	Exposed to Varied Weather	[]	Others (Specify) (Laboratory)	[x]
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<p>20. I CERTIFY that the above answers are accurate and complete.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <p>February 23, 2012</p> <p>Date</p> </div> <div style="text-align: center;"> <p></p> <p>JULIETA R. ROA</p> <p>Signature of Employee</p> </div> </div>																													
<p>21. Describe briefly the general function of the Unit or Section.</p> <p style="text-align: center;">Conduct research on Postharvest Technologies for Rootcrops.</p>																													
<p>22. Describe briefly the general function of the position.</p> <p style="text-align: center;">To make and implement research proposals on Postharvest Technologies for Rootcrops and teach Food Science Courses</p>																													
<p>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).</p> <p>Education: Food Technology/BS Chemistry or Biotechnology</p> <p>Experience: Food Processing/Food Microbiology</p>																													
<p>23b. Licenses or certificates required to do this work, if any.</p> <p style="text-align: center;">na</p>																													
<p>24. I HEREBY CERTIFY that the above answers are accurate and complete.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <p>February 23, 2012</p> <p>Date</p> </div> <div style="text-align: center;"> <p></p> <p>JULIETA R. ROA</p> <p>Signature and Title of Immediate Supervisor</p> </div> </div>																													
<p>25. APPROVED:</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <p>_____</p> <p>Date</p> </div> <div style="text-align: center;"> <p></p> <p>JOSE L. BACUSMO</p> <p>Head of Agency</p> </div> </div>																													