

REPUBLIC OF THE PHILIPPINES
BC-CSC Form No. 1
(Position Description Form)

1. NAME OF EMPLOYEE

ORIAS

RAMON

RAAGAS

(Family Name) (Given Name) (Middle Name)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT
Visayas State College of Agriculture

3. BUREAU OR OFFICE
PHILIPPINE ROOT CROP RESEARCH AND TRAINING
CENTER

4. DEPT./BRANCH/DIVISION

Eng'g. Division

5. WORK STATION/PLACE OF WORK

6a. PRES. APPROP. ACT/
BOARD RES/
ORD. NO.
ITEM NO.

6b. PREV. APPROP. ACT/
BOARD RES
ORD. NO.
ITEM NO.

7a. SALARY P.A.

7b. OTHER COMPENSATION

8. OFFICIAL DESIGNATION OF POSITION

Professor I

9. WORKING PROPOSE 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 attach additional sheets.

Percent of
Working Time

DUTIES

To plan, implement, coordinate and supervise the research development program of the PRCRTC engineering section;

To negotiate and collaborate with ViSCA departments or centers and other institutions on engineering aspects related to root crops;

To participate actively in the planning and implementation of PRCRTC activities;

To perform other duties that the PRCRTC Director may assign from time to time.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Center Director

Director, ODREX

16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles
Samuel Nacino - Science Aide
Dennis Quilbio - Science Aide

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

Computer Set, Drafting instruments, calculator.

18. CONTACT

	Occasional	Frequent
General Public	X	
Other Agencies	X	
Supervisors		X
Management		X
Others (Specify)		

19. WORKING CONDITION

Normal Working Condition	X
Field Work	
Field Trips	
Exposed to Varied Weather	
Others (Specify)	

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

August 2, 1996

Date

RAMON R. ORIAS

Signature of Employee

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

To conduct research, & extension activities.

22. Describe briefly the general function of the position.

To implement/conduct research 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: MS degree with specific area of specialization plus other requirements per QS of the College.

Experience:

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

None

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

8-5-96

Date

F. A. EVANGELIO

Signature and Title of Immediate Supervisor

25. APPROVED:

SAMUEL S. GO
President