

210

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(Position Description Form)

1. NAME OF EMPLOYEE

PIDO

NESTOR

L.

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

2. DEPARTMENT, CORPORATION OR AGENCY/  
LOCAL GOVERNMENT

LEYTE STATE UNIVERSITY

3. BUREAU OR OFFICE

LSU

4. DEPT./BRANCH/DIVISION

PhilRootcrops

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

6a. PRES. APPRO.

ACT/

BOARD RES/

ORD. NO.

6b. PREV. APPRO

ACT/

BOARD RES/

ITEM NO.

7a. SALARY P.A.

7b. OTHER COMPENSATION:

Honoraria

8. OFFICIAL DESIGNATION OF POSITION

Professor III

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  
attach additional sheets.

Percent of

Working Time:

DUTIES

- 15% 1. To prepare research proposals on root crops for submission to foreign and local funding agencies;
- 50% 2. To conduct research on the varietal improvement of root crops;
- 10% 3. To prepare reports on researches conducted required by funding agencies and higher authorities;
- 10% 4. To participate in the extension and training program of PhilRootcrops;
- 15% 5. To perform instruction and other tasks assigned from time to time by supervisors.



14. POSITION TITLE OF IMMEDIATE SUPERVISOR

*Director and Prof. III*  
**Director and Professor III**

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

*Director and Prof. V*  
**Director and Prof. V**

16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than ( 7 ) list

only by their item nos. and titles) **1 Sci. Res. Specialist, 2 Professor I , 1 Professor III**  
**2 Sci. Res. Assistants, 3 Assoc. Professors**

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

**Weighing scales, oven, refrigerator, sterilizer, fume hood, distiller, computer**

18. CONTACT

Occasional Frequent

General Public

☒

☐

Other Agencies

☐

☒

Supervisors

☐

☒

Management

☐

☒

Others (Specify) **Students**

☐

19. WORKING CONDITION

Normal Working Condition ☒

Field work ☐

Field Trips ☐

Exposed to Varied Weather ☐

Other's (Specify) ☐

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

11/26/01

Date

NESTOR L. PIDO

Signature of Employee

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

**Develop efficient production systems for root crops**

22. Describe briefly the general function of the position.

**Instruction and research**

23 a. 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: **Doctoral degree in the area of specialization**

Experience: **2 years of relevant experience; 8 hours of relevant training**

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

**NA**

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

11/28/01  
Date

J.R. PARDALES, JR. - Prof. III

Signature and Title of Immediate Supervisor

25. APPROVED

                      
Date

PACIENCIA P. MILAN  
Head of Agency