

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(Position Description Form)

1. NAME OF EMPLOYEE

Pascual Rose Cerna

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

2. DEPARTMENT, CORPORATION OR AGENCY/

LOCAL GOVERNMENT **Dept. of Liberal Arts & Behavioral Sciences** **Leyte State University**
LEYTE STATE UNIVERSITY

3. BUREAU OR OFFICE

4. DEPT./BRANCH/DIVISION

Dept. of Liberal Arts & Behavioral Sciences

5. WORK STATION/PLACE OF WORK

DLABS, LSH

6a. PRES. APPRO.

6b. PREV. APPRO

ACT/

ACT/

BOARD RES/

BOARD RES/

ORD. NO.

ITEM NO. **LS**

7a. SALARY P.A.: **134,004.00**

7b. OTHER COMPENSATION: **PERA/ACA**

8. OFFICIAL DESIGNATION OF POSITION

Instructor 1

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

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13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.

Percent of

Working Time :

DUTIES

95% - To teach Philippine and Social Science Courses.

3% - Membership in different committees in DLABS. Participate in the co-curricular activities in DLABS.

2% - Other assignments given by the department head from time to time.

100%

