Vonese and			1. POSITION TITLE (as au	thorized by I	21e CORE COMPETEN (MBC	
		OF THE PHILIPPINES RIPTION FORM	ity and Jamonstrates reudin ss	INSTRUCTO	Exemplifying Integral     Acknowledges all R     Delivering Service E	
2. ITEM NO.: VISC	AB-INST3-	9-2017	3. SALARY GRADE: 14	established s	Can ples with CSC's at costs oners.	
4. FOR LOCAL GOV	ERNMENT POSIT	ON, ENUMERATE GOVERN	MENT UNIT AND CLASS	nd grivatili or ons to problem	Sulving Problems a     Provide a brivery solud	
() provincial () city () municipality	01 p/00858	() 1st class () 2nd class () 3rd class () 4th class	() 5th clas () 6th clas () Special	NOIES SE	Solutions of available 21f. FUNCTIONAL COMPETE	
5. DEPARTMENT, CO	RPORATION OR AG	ENCY/LOCAL GOVERNMENT	6. BUREAU OR OFFICE	ing and learni	performance, well, be	
VISAYAS STATE UNIVERSITY SISHEREM ROUSE			minimal preparation or can be supported by available communic			
7. DEPARTMENT/BRANCH/DIVISION			8. WORKSTATION/PLACE OF WORK			
DEPAR	MENT OF BIOLOG	GICAL SCIENCES	USV Demonstrates an aware	BAYBAY CIT	Y, LEYTE LONG TIER OF A	
9. PRES, APPROP	CT	1. PREV. APPROP ACT	11. SALARY AUTHORIZI	ED 12	2. OTHER	
Level			PhP 289,692.00	6 310	ACA PERA	
13. POSITION TITLE OF IMMEDIATE SUPERVISOR			14. POSITION TITLE OF NEXT HIGHER SUPERVISOR			
Lavel	DEPARTMENT HEAD, DBS			DEAN, COLLEGE OF ARTS AND SCIENCES		
15. POSITION TITLE	AND ITEM OF TH	OSE DIRECTLY SUPERVISI	<b>ED</b>		Time.	
(if more than	seven (7) list only	y by their item numbers and	titles) None	sebug assigne Propares she	950. 1 To	
16 MACHINE, EQUI	PMENT. TOOLS E	TC., USED REGULARLY IN	PERFORMANCE OF WORK	Реракс ад	d	
	to a wife wah we	TOTAL WEEK SINGLEX CONTROL OF THE	ROJECTOR, LABORATORY E	OLIIDMENT B	10 01	
17. CONTACTS/CLI	no service a le	and halfa calego, may nother to	yd nodsliusneo rot eldelisve ik	<del>0 10 - 0 to u l -</del>	3	
17a. Internal	Occasional	Frequent	17b. External	Occasiona	Frequent	
Executive/Manageri Supervisors Non Supervisors Staff	()	eo projection de la contraction de la contractio	General Public Other Agencies Others (Please specify: Admin Offices	() Sens and () Sens and () Sens and () Sens and () Submits our	7.5 () c 5 () d 2.5 ()	
18. WORKING CON	DITION		Strative functions (if applicable unorgans, among others:		10% A Pe	
Office Work Field Work	nioni shiemid sae	COLLDS TO I (x ) Sign 21-boths (x )	Other/s (Please Specify)	Perioritis fun related to qu	.6 (.1	
19. BRIEF DESCRI	PTION OF THE GE	NERAL FUNCTION OF THE	UNIT OR SECTION	Linversity Pr	0 CZ	
IMPLEMENT	S THE APPROVE	D DEGREE PROGRAMS ANI	D DO RESEARCH, EXTENSION	N AND PROD	UCTION FUNCTIONS	
		NERAL FUNCTION OF THE I	2044	ND ACCEPTA	23. ACKHOWLEDGMENT AI	
ons economicos	PERFORMS INS	TRUCTION, RESEARCH AND	D EXTENSION FUNCTIONS OF	F THE DEPAR	RTMENT S DEVISORY SYSTEM	
21. QUALIFICATON			niototi be	his nee eneds	atcours to remodusouverlos	
21a. Education	05 216	. Experience	21c. Training	A1913 . 1 21	d. Eligibility	
MASTERAL DEGREE IN FIELD OF SPECIAL		NONE REQUIRED			NONE REQUIRED	

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ie. CORL COMI LI	ENCIESO y de bezinnitus (ng authorized by COSITION TITLE (ng authorized by COSITION TITLE)	Competency Level
Acknowled	ing Integrity ges and respects authority and demonstrates readiness in accepting and complying with rules Service Excellence	1
Complies w of custome	ith CSC's established standards of delivery or service level agreements and delivers explicit requirements	.07 <b>1</b> 771.
Provides tir	nely solutions to problems and decision dilemmas that have clearcut options and/or choices and whose e available and can be accessed from a database or gleaned from an existing policy or process.	FORUGORE
1f. FUNCTIONAL COMPETENCIES and part   22810 box ( ) 22810		Competency Level
performano	ting Personal Effectiveness – Responds effectively to guidelines & feedback on one's e, well being and learning discipline.	HEMTRAGO.
minimal pre	Effectively – Effectively delivers messages that simply focus on data, facts or information & requires paration or can be supported by available communication materials	1
written worl		DEPARTME
4. Champion	ng & applying innovation – Demonstrates an awareness of basic principles of innovation.	1
1g. TECHNICAL COMPETENCIES		
Conduct rese	arch and extension activities.	1
DOM:	영국에 IP - COURT I NOW COUNTY TO A COURT IN THE COURT IN T	Competenc
2. STATEMENT OF	DUTIES AND RESPONSIBILITIES (Technical Competencies)	Level
2. STATEMENT OF Percent of Working Time	DUTIES REGISTED AND MADE	Level
Percent of Working Time	DEPARTMENT OF THE PROPERTY OF	Level
Percent of Working Time	DUTIES REGISTED AND MADE	Level
Percent of Working Time 65% 30	DUTIES  1. Teaches assigned subjects and performs other teaching related functions, among others, the following related functions.	Level
Percent of Working Time 65% 30	DUTIES  1. Teaches assigned subjects and performs other teaching related functions, among others, the following as Prepares and revised teaching materials/guides and submit to department head b. Prepares and gives examinations (mid/final/long/quizzes)	Level
Percent of Working Time 65% 30 10	DUTIES  1. Teaches assigned subjects and performs other teaching related functions, among others, the following as a Prepares and revised teaching materials/guides and submit to department head b. Prepares and gives examinations (mid/final/long/quizzes) c. Checks test papers and returns to students one week after examination	Level
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## 23. ACKNOWLEDGMENT AND ACCEPTANCE

I have received a copy of this job description. It has been discussed with me and I have freely chosen to comply with the performance and behaviour/conduct expectations contained herein.

EUNICE KENEE L. SERIÑO Employee's Name, Date and Signature

ANALYN M. MAZO Supervisor's Name, Date and Signature

March 27,2017