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| REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form) | | JADINA BEATRIZ CUEVAS (Family Name) (Given Name) (Middle Name) | |
| 2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT LEYTE STATE UNIVERSITY Visayas State College of Agriculture | | 3. BUREAU OR OFFICE DASS, LSU | |
| 4. DEPT./BRANCH/DIVISION DASS, LSU | | 5. WORK STATION/PLACE OF WORK DASS, ISU | |
| 6a. PRES. APPRO. 6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ORD. NO. ITEM NO. ITEM NO. VISCAB-INST1-13-1998 | | 7a. SALARY P.A.: P 134,004.00 7b. OTHER COMPENSATION: PERA/ACA | |
| 8. OFFICIAL DESIGNATION OF POSITION INSTRUCTOR 1 | | 9. WORKING PROPOSED TITLE INSTRUCTOR 1 | |
| 10. WAPCO CLASSIFICATION OF THIS POSITION | | (leave blank) | |
| 12. FOR LOC MUNICI | AL GOVERNMENT POSITION, CHECK GOVE PALITY [] CITY [| RNMENTAL UNIT AND UNIT'S CLASS | |
| ima don cae | | h 5th 6th 1 con L. | |
| 13. STATEME | NT OF DUTIES AND RESPONSIBILITIES. d additional sheets. | If more space is needed, please | |
| Percent of Working Time | DÙTIE | S | |
| 85 | : To teach basic and major courses in Agronomy and Soil Science | | |
| 10 | To act/serve as thesis advisers to Soil science mjors; student research committee member of agronomy and soil science majors; academic adviser of first to fourth year BSA students | | |
| 5 | Conducts research and extension activities related to Soils and Soil Management | | |
| | | MACNE 1200 120 120 120 120 120 120 120 120 12 | |

ALIE S RICHARD

| 14. | POSITION TITLE OF IMMEDIATE SUPERVISOR | 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR OF THE TOTAL | | |
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| annetical constitu | DEPARTMENT HEAD | DIRECTOR OF INSTRUCTION | | |
| 16. | 6. NAMES. TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles) N/A | | | |
| 17. | MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. lab equiptment (balance, ovens, pH meter & etc.), chalk, board & etc. | | | |
| 18. 00 | CONTRACT Occasional Frequent General Public [x] [] Other Agencies [x] [] Supervisors [] [x] Management [] [x] Other (Specify) [] [.] | 19. WORKING CONDITION Normal Working Condition [x] Field Work [x] Field Trips [] Exposed to Varied Weather [] Others (Specify) [] | | |
| 20. | 20. I CERTIFY that the above answers are accurate and complete. | | | |
| | October 1, 2001 Date | BEATRIZ CUEVAS JADINA Signature of Employee | | |
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| 21. | 21. Describe briefly the general function of the Unit or Section. Offers Soil Science as a major field in the BSA program; conducts research and extension activities related to Soils and Soil Management. | | | |
| 22. | Describe briefly the general function of the position. To teach soil science and agronomy courses and conducts research and extension activities related to soils and soil amanagement. | | | |
| 23a. | 3a. 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: Bachelor's degree in the area of specialization. | | | |
| | treperience: m sometos lide os endeivas ; | of straignoo horester . | | |
| 23b. Licenses or certificates required to do this work, if any. | | | | |
| | extension constitues related to coils and | | | |
| 24. | I HEREBY CERTIFY that the above answers | s are accurate and complete. | | |
| 1 | | RAQUEL C. SEROHIJOS - Department Head | | |
| | Date Sig | gnature and Title of Immediate Supervisor | | |
| 25. | APPROVED: | | | |
| | | PACIENCIA P. MILAN | | |
| i | Date | Head of Agency | | |

Date