

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

Agricultural Economics & Agribusiness

6a. PRES. APPROP.

ACT/BP Blg. 230

BOARD RES./

ORD. NO.

ITEM NO. 6-122

6b. PREV. APPROP.

ACT/BP Blg. 131

BOARD RES./

ORD. NO. 7-123

ITEM NO.

8. OFFICIAL DESIGNATION OF POSITION

Instructor

10. WAPCO CLASSIFICATION OF THIS POSITION

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: DUTIES

Working

Time

60%

Teaches Agricultural Economics and Agribusiness courses.

30%

Works as study leader on PCARR-IDRC Project entitled "Economic Tests for profitability, marketability & alternative uses of sweet potato.

10%

Performs other functions which the Department Head may assign.

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

Head, Dept. of Ag. Economics & AB

Director of Instruction

16. NAMES, TITLES and ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles).

None

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

calculator, typewriter, visual aids, etc.

18. CONTACTS

Occasional

Frequent

General Public : x :

Other Agencies : x :

Supervisors : :

Management students : :

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.

9-14-84

Date

ANALITA P. ABELLA

Signature of Employee

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

To provide instruction, research and extension services in the field of Agricultural Economics and Agribusiness.

22. Describe briefly the general function of the position.

To provide instruction in ag. economics and agribusiness courses.

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: BS degree with specific area of specialization

Experience: plus other requirements per QS of the College

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

None

24. I hereby certify that the above answers are accurate and complete.

9-14-84

Date

NERELITO B. PASCUAL, Head

Signature and Title of Immediate Supervisor

25. APPROVED:

9-17-84

Date

F. A. BERNARDO

Head of Agency