

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE LAÑADA EUGENE B. (Family Name) (Given Name) Middle Name	
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OF OFFICE SUC	
4. DEPT./BRANCH/DIVISION DASVM		5. WORK STATION/PLACE OF WORK	
6a. PRES. APPROP. ACT/ BOARD RES/ ORD. NO. ITEM NO. 95-1	6b. PREV. APPROP ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A. P76,440.00 7b. OTHER COMPENSATION	
8. OFFICIAL DESIGNATION OF POSITION Asso. Prof. IV		9. WORKING PROPOSED TITLE Asso. Prof. IV	
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 attached additional sheets.

Percent of
Working Time

D U T I E S

- | | |
|------|---|
| 40% | 1. Teaching veterinary subjects to undergraduate students. |
| 15% | 2. Extension, field and laboratory veterinary work within the DASVM projects, VISCA campus and neighboring areas. |
| 15% | 3. Basic and applied research activities. |
| 10% | 4. Production of laboratory guides, teaching manuals and other instructional aids. |
| 5% | 5. Teaching animal health subjects to graduate students. |
| 5% | 6. Helps in the improvement of the animal laboratory of DASVM. |
| 5% | 7. Co-curriculum/student-related activities. |
| 5% | 8. Performance of other activities which may be required by the department head and/or other higher authorities in VISCA. |
| 100% | |

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Department Head

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

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)

17. MACHINES, EQUIPMENT, TOOLS, etc, used regularly in performance of work.
Computer, fume hood, microtone, microscope, agar media, waterbath, incubator, oven, petri plates, inoculating loop, alcohol lamp, stethoscope, scalpel, anaerobic jar, centrifuge
18. CONTACT haemocytometer, forceps, scissors, fume hood, camera, photomicroscope etc.

19. WORKING CONDITION

	Occasional	Frequent		
General Public		X	Normal Working Condition	X
Other Agencies			Field Work	X
Supervisors	X		Field Trips	
Management			Exposed to Varied Weather	
Other (Specify)			Others (Specify)	

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

28 October 1994

Date

EUGENE B. LANADA

Signature of Employee

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

To provide instruction, in research & extension services.

22. Describe briefly the general function of the position.

To provide instruction in veterinary subjects.

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 position other than teaching).

Education: MS degree with specific area of specialization plus other
Experience: 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.

SUBJECTO C. SANTUCAN

Signature and Title of Immediate supervisor

25. APPROVED:

Date

SAMUEL S. GO
Head of Agency

Date