1. POSITION TITLE (as approved by authorized agency) **Republic of the Philippines** with parenthetical title POSITION DESCRIPTION FORM **DBM-CSC Form No. 1** Science Research Assistant (Revised Version No. 1, s. 2017) 2. ITEM NUMBER 3. SALARY GRADE 9 4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS Province 1st Class 5th Class City 2nd Class 6th Class Municipality 3rd Class Special 4th Class 5. DEPARTMENT, CORPORATION OR AGENCY/ 6. BUREAU OR OFFICE LOCAL GOVERNMENT STATE, UNIVERSITY & COLLEGES VISAYAS STATE UNIVERSITY 7. DEPARTMENT / BRANCH / DIVISION 8. WORKSTATION / PLACE OF WORK Philippine Root Crop Research & Training Center VSU, BAYBAY CITY, LEYTE 9. PRESENT APPROP ACT 10. PREVIOUS APPROP ACT 11. SALARY AUTHORIZED | 12. OTHER COMPENSATION N/A N/A P21,211.00 ACA/PERA P2,000.00 13. POSITION TITLE OF IMMEDIATE SUPERVISOR 14. POSITION TITLE OF NEXT HIGHER SUPERVISOR **PROFESSOR** DIRECTOR 15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED (if more than seven (7) list only by their item numbers and titles) **POSITION TITLE** ITEM NUMBER 16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK computer, DSLR, camera 17. CONTACTS / CLIENTS / STAKEHOLDERS 17a. Internal Occasional Frequent 17b. External Occasional Frequent Executive / Managerial General Public Supervisors Other Agencies Non-Supervisors 1 Others (Please Specify): 1 Staff 18. WORKING CONDITION Other/s (Please Specify) Office Work 1 1 Field Work 19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION technology dissemination, training of clienteles 20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary) documents and facilitates the research, development & extension activities of PhilRootcrops

1. QUALIFICATION STAN			
21a. Education	21b. Experience	21c. Training	21d. Eligibility
Bachelor's degree relevant to the job	1 year relevant experience	4 hrs of relevant training	
21e. Core Competenci	es		Competency Level
Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office			2
Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer satisfaction			2
Communication Savy - Effectively delivers messages that simply focus on facts or information;			2
Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results			2
Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, behaviour and style appropriately in dealing with change.			2
6. Gender-responsive managemen elated problems	t - Promotes gender equality and womer	n empowerment to address gender-	1
21f. Functional Compe	tencies		Competency Level
I. Use of Information and Communacquisition, developemnt, utilization	nications Technology(ICT) -Implements the n, and protection of technologies. In accord dlivery of services by ensuirng responsive	dance with the mandate of the unit, that	1
0 111 1 1 1 1 0	ohing Analyzos computes and interpret	a regulta by applying appropriate	2
 Critical Thinking and Problem Setrategies and methodology to arri 	ve at sound decisions in a learning enviror		2
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23. ACKNOWLEDGMENT AND ACCEPTANCE:

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

MARY ROSE M. MANIEGO 6 11 24 Employee's Name, Date and Signature

ALAN B. LORETO (1) 24
Supervisor's Name, Date and Signature