REPUBLIC OF THEPHILIPPINES			1. NAME OF EMPLOYEE						
BC-CSC FORM NO. 1			M	ALASAGA	EDRALIN		M.		
(Position Description form)			_	nily Name)	(Given Name)	(Middle Name)		
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT				3. BUREAU OR OFFICE					
LEYTE STATE UNIVERSITY			NCRC-V						
4. DEPARTMENT/BRANCH/DIVISION			5. WORK STATION/PLACE OF WORK						
NCRC-V				BAYBAY, LEYTE					
6A. PRES. A	APPROP. 6B. P	6B. PREV. APPROP.				7B. 0	OTHER		
BOAR	D RES./	ACT/BOARD RES.		AUTHORIZED					
ORD. 1	NO.	ORD. NO.		ACTUAL			PERA, ACA and		
ITEM		ITEM		P 10,250.00		C	ADDITIONAL COMPESANTION ALLOWANCE		
8. OFFICIA	L DESIGNATION	OF POSITION	61.11	9. WORKING OR PROPOSED TITLE			CLE		
SCIE	NCE RESEARCH	ASSISTANT		SCI	IENCE RESEA	RCH A	ASSISTANT		
10. WAPCO CLASSIFICATION OF THIS POSITION			11. OCCUPATIONAL GROUP TITLE (Leave blank)						
12. FOR LO	OCAL GOVERNME	NT POSITION	. CHI	ECK GOVERN	MENT UNIT A	ND UN	NITS CLASS		
MUNICIPALITY / /			CITY / /			PROVINCE / /			
1 ST	2 ND	3 RD		4 TH	5 TH		6TH		
/ /	/ /	/ /		/ /	/ /		/ /		
13. STATE sheets).	MENT OF DUTIES	AND RESPON	ISIBI	LITIES. (If mo	ore space is need	ed, ple	ase attach additional		
Percent of									
Working									
Time									
50%	Data gathering								
30%	Data computation and analysis								
15%	Supervise labore	Supervise laborers							
15%	Others								
7	Walter State of State of	1							
	TOTAL STATE								

		~1 ·					
	*						
14. POSITION TITLE	OF IMMEDIAT	E.	15. POSITION TITLE OF NEXT	HIGHER			
SUPERVISOR	Z OT HVIIVILDITT	_	SUPERVISOR				
Study Le	ader	The state of	Center Director				
16. MACHINES, EQU	JIPMENT, TOOL	S, ETC. USED	REGULARLY IN THE PERFORM	MANCE OF WORK			
	Calcu	ılator, meter sti	ck, weighing scale and etc.				
17. CONTACTS							
17. CONTACTS	Occasional Frequent		18. WORKING CONDITIONS				
General Public	X	Trequent	Normal Working Condition				
Other Agencies	X		Field work	X			
Supervisor		X	Field Trips				
Management		X	Exposed to Varied Weather	X			
Other (Specify)		2 10 17 77	Other (Specify)				
19. I CERTIFY that the	he above answers	are accurate and	l complete.				
19. TOZICIA I WANTE			gmmaly				
Dec. 18,	2007		EDRALIN M. MALASAGA				
Dat			Signature of Employee				
	TO BE FILI	LED UP OUT B	Y IMMEDIATESUPERVISOR				
20. DESCRIBE BRIE	EFLY THE GENE	ERAL FUNCTION	ON OF THE POSITION OF THE U	INIT OR SECTION			
	sayan Farmers EFLY THE GENI	ERAL FUNCTION	ONS OF THE POSITION.				
		1	d analyze data and supervise lab	orers.			
22. Indicate the required qualification by years and kind of education considered in filling up a vacancy of the							
position. (Keep th	he position in min	d rather than th	e qualification of the incumbent. T	his item should be filled			
for all position oth	ner than teaching.						
Education : BS	DEGREE with	specific area of	specialization plus other requires	ments.			
Experience: No	t required						
23. LICENSE OR C	CERTIFICATE I	REQUIRED TO	D DO THIS WORK, IF ANY.				
		Not	required				
221 LHEDERY CE	DTIEV that the		are accurate and complete.				
23b. I HEREBY CE	KIIFY that the	above answers	are accurate and complete.				
	Or 3, mg		MARIO E. B	ALIAD			
	Date	_	Signature and Title of Im				
24. APPROVED	Date			n .			
24. ATTROVED			Mus	7			
			JOSE L. BAG				
	Date	-	Head of A	gency			