1. POSITION TITLE (as approved by authorized agency) with **Republic of the Philippines** parenthetical title POSITION DESCRIPTION FORM **DBM-CSC Form No. 1** Assisstant Professor II (Revised Version No. 1 . s. 2017) 2. ITEM NUMBER 3. SALARY GRADE Salary grade 4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS □ Province ☐ 1st Class ☐ 5th Class City □ 2nd Class □ 6th Class ☐ 3rd Class □ Municipality □ Special ☐ 4th Class 5. DEPARTMENT, CORPORATION OR AGENCY/ 6. BUREAU OR OFFICE LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY DEPARTMENT OF SOIL SCIENCE (DSS) 7. DEPARTMENT / BRANCH / DIVISION 8. WORKSTATION / PLACE OF WORK DEPARTMENT OF SOIL SCIENCE (DSS) VSU, BAYBAY CITY, LEYTE 9. PRESENT APPROP ACT 10. PREVIOUS APPROP ACT 11. SALARY AUTHORIZED 12. OTHER COMPENSATION ACA/PERA P2.000.00 13. POSITION TITLE OF IMMEDIATE SUPERVISOR 14. POSITION TITLE OF NEXT HIGHER SUPERVISOR DEAN, COLLEGE OF AGRICULTURE AND FOOD SCIENCE HEAD, DSS 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 LABORATORY EUIPMENT, DESKTOP COMPUTER, PRINTER, CAMERA, LCD PROJECTOR 17. CONTACTS / CLIENTS / STAKEHOLDERS 17b. External 17a. Internal Occasional Frequent Occasional Frequent Executive / Managerial M General Public F M Supervisors Other Agencies Non-Supervisors Others (Please Specify): Staff 18. WORKING CONDITION Office Work Other/s (Please Specify) M Field Work 19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION Implements the approved degree programs and do research, extension and production functions 20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary) Performs instruction, research and extension functions of the department. 21. QUALIFICATION STANDARDS 21a. Education 21d. Eligibility 21b. Experience 21c. Training Graduate Degree (Ph.D) With 6 years work eperience Please see attached list None Relevant Doctorate as lecturer in the university. none required

21e. Core Competencies		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
5. 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
 Gender-responsive management - Promotes gender equality and women empowerment to address gender- related problems 		1
21f. Functional Competencies		Competency Level
Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching-learning delivery modes to enhance learning.		3
 Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes- based course syllabi to adapt to the changing educational landscape. 		3
Innovative Instructional Materials Development - Designs and creates learning lessons, teaching-learning experiences that utilize innovative technologies in various learning environment		3
4. Filipino Values Restoration- Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature.		4
Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research outputs		3
Percentage of Working	ES AND RESPONSIBILITIES (Technical Competencies) (State the duties and responsibilities here:)	Competency Level
Time	(State the dates and responsibilities here.)	
50%	Teaches assigned subjects and performs other teaching related functions, among others, the following: a. Prepares and revised teaching materials/guides and submit to department head b. Prepares and gives examinations (mid/final/long/quizzes) c. Checks test papers and returns to students one week after examination	
	d. Submits grade sheets within prescribed period to the Registrar through the department e. Turns over class records to department heads within two weeks after final examination	
	f. Makes himself available for consultation by his/her students during scheduled consultation hours	
49%	Performs research and/or extension functions, among others the following: Prepares research/extension proposals Implements duly approved research/extension projects within time frame	2
	c. Prepares and prepares reports within the prescribed period	
	d. Presents research/extension outputs during conferences/fora of legitimate professional organizations e. Submits output for possible publication/patenting	
	Performs administrative functions (if applicable)	
1%	4. Performs other functions, among others:	2
23 ACKNOWI EDGMENT	a. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President	
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.

DEEJAY MARANGUIT-LUMANAO

SUZETTE B. LINA

Employee's Name, Date and Signature

Supervisor's Name, Date and Signature