

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(Position Description Form)

1. NAME OF EMPLOYEE

GABUNADA FRANCISCO G.

(Family Name) (Given Name) (Middle Name)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

LEYTE STATE UNIVERSITY

3. BUREAU OR OFFICE

LSU

4. DEPT./BRANCH/DIVISION

5. WORK STATION/PLACE OF WORK

LSU

6a. PRES. APPRO.

ACT/
BOARD RES/
ORD. NO.

6b. PREV. APPRO

ACT/
BOARD RES/
ITEM NO.

VISCAB-AP1-38-2004

7a. SALARY P.A.: P 159,600.00

7b. OTHER COMPENSATION: FERA/ACA

8. OFFICIAL DESIGNATION OF POSITION

Assistant Prof. I

9. WORKING PROPOSED TITLE

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

attach additional sheets.

Percent of

Working Time:

DUTIES

- | | |
|-----|--|
| 20% | 1. Formulate animal-related research activities of the Institute. |
| 20% | 2. Conduct field visits to gather information/data and monitor progress of research and other activities related to animal production in the project site. |
| 20% | 3. Coordinate with other departments/centers of LSU in the conduct of FARMIs research and development activities related to animal production. |
| 20% | 4. Teach BS animal science subjects. |
| 20% | 5. Do other duties that may be assigned by the Director of FARMI. |

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

DIRECTOR - FARM

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

DIRECTOR - OFFICE

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

n/a

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

Computer, calculator

18. CONTACT

Occasional

Frequent

General Public

[]

[]

Other Agencies

[]

[]

Supervisors

[]

[]

Management

[]

[]

Others (Specify)

[]

[]

19. WORKING CONDITION

Normal Working Condition

Field work

[]

Field Trips

[]

Exposed to Varied Weather

[]

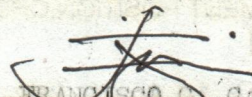
Other's (Specify)

[]

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

01 OCT 2006

Date


 FRANCISCO G. GARBINIADA
 Signature of Employee

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

Conducts, monitors, promotes and supports research and extension projects on Eco-Agriculture.

22. Describe briefly the general function of the position.

Formulate animal-related research activities of the Institute.

23.a. 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 relevant to the job.


Experience:

1 yr. of relevant experience; 4 hrs. of relevant training.

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

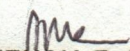
24. I HEREBY CERTIFY that the above answers are accurate and complete.

Date


 EDWIN A. BALMARINO
 Signature and Title of Immediate Supervisor

25. APPROVED

Date


 PACIENCIA F. MILAN
 Head of Agency