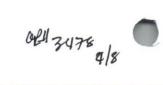
REPUBLIC OF THE PHILIPPINES		NAME OF EMPLOYEE	
BC-CSC Form No. 1		GUARTE JACQUELINE MENDOZA	
(Position Description Form)		(Family Name) (Given Name) (Middle Name)	
,		3. BUREAU OR OFFICE	
GOVERNMENT			
***	G T	VISAYAS STATE UNIVERSITY	
Visayas State University 4. DEPT./BRANCH/DIVISION		5. WORK STATION/PLACE OF WORK	
4. DEPT./BRANCE	I/DIVISION	5. WORK STATION/PLACE OF WORK	
Department of Mathematics, Physics, and Statistics		VISAYAS STATE UNIVERSITY	
6a. PRES. APPRO.		7a. SALARY P.A.: P. SATION	
ACT/	ACT/	L 3 (7, 0W	
BOARD RES/		7b. OTHER COMPENSATION: The own	
ORD. NO.	ORD. NO.		
ITEM NO.	ITEM NO. VISCAP - PROFI- 5-	2015	
	3		
8. OFFICIAL DESI	GNATION OF POSITION	9. WORKING PROPOSED TITLE	
		Professor I	
Assoc. Pro	SIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE (leave blank)	
10. WAPCO CLASS	SIFICATION OF THIS FOSITION	11. OCCUPATION OROCI TITLE (Neave stank)	
12. FOR LOCAL GOVERNMENT POSITION, CLER GOVERNMENT UNIT AND UNIT'S CLASS			
MUNICIPALITY[] CITY[] PROVINCE[]			
		7.1	
1st	2nd 3rd 4th 5th		
[]		[]	
A COLUMN CENTROL AND DECRONGED LITTED IS A COLUMN PLAN AND A COLUM			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional			
sheets. Percent of		VIII C	
Working Time	DUTIES		
75%	 Teaches assigned statistics cours and per 	forms other instruction-related functions.	
10%	Conductresearch/extension work.		
5%	Guides the VSU Statistical Society and counsels BSS students.		
		Owner to Otalistics and work as a 1000	
6%	Works as member of the CHED Technical (Committee for Statistics and member of VSU	
	committees.		
40/	Performs other functions assigned by supervisors.		
100%	b. Ferrorins offici functions assigned by super	YISOIS.	
100%			



		1
14. POSITION TITLE OF IMMEDIATE	E SUPERVISOR	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
DEPARTMENT HEAD		COLLEGE DEAN
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	S, etc. used regularly in p	performance of work.
Books, chalk, eraser, te	aching manual, scien	ntific calculator, laptop, LCD
18. CONTRACT		19. WORKING CONDITION
Occasional	Frequent	Normal Working Condition [X]
General Public [X]	[]	Field Work
Other Agencies [X]	[]	Field Trips
Supervisors []	[/]	Exposed to Varied Weather []
Management [X]	[]	Others (Specify)
Other (Specify) []		
20. I CERTIFY that the above answers a	are accurate and complete	e.
		munte
7 April 2015		JACQUELINE M. GUARTE
Date		Signature of Employee
21. Describe briefly the general function of	of the Unit or Section	
Conducts instruction, res		n. /
22. Describe briefly the general function of	of the position.	
Conducts instruction, res	search, and extensio	n.
		caion considered in filling up a vacancy for this position. (Keep the
position in mind rather than the qualificat	ions of th present incumb	pent. This item should be filled for all position
		•
Education: Ph.D. in Statistics		
Experience: 2 years of relevant experi	ience.	
23b. Licenses or certificates required to	do this work, if any.	
24. I HEREBY CERTIFY that the above	ve answers are accurate a	nd complete
	- moners are accurate a	and complete.
		/
1101/		1 defull
4)8/16		REMBERTO A. PATINDOL
Date		Signature and Title of Immediate Supervisor
25 ADDROVED.		
25. APPROVED:		
		4
		Bour
		JOSE L. BACUSMO
Date		Head of Agency
Dut		Tread of Agency
		V
4		