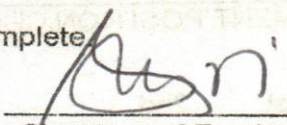
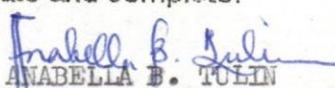
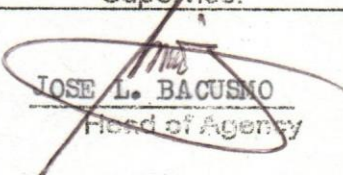


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE JADINA BEATRIZ CUEVAS <small>(Family Name) (Given Name) (Middle Name)</small>	
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY		3. BUREAU OR OFFICE VSU	
4. DEPT./BRANCH/DIVISION		5. WORK STATION/PLACE OF WORK VSU	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO.	6b. PREV. APPRO ACT/ BOARD RES/ ITEM NO. VISCAB-	7a. SALARY P.A.: P 303,540.00 7b. OTHER COMPENSATION PERA/ACA P 24,000.00 AP4-34-98	
8. OFFICIAL DESIGNATION OF POSITION Associate Professor II		9. WORKING PROPOSED TITLE	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE <small>(leave blank)</small>	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [] CITY [] PROVINCE [] <div style="display: flex; justify-content: space-around;"> <div>1st []</div> <div>2nd []</div> <div>4th []</div> <div>5th []</div> <div>6th []</div> </div>			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.			
DUTIES			
65	To handle basic, major and graduate courses in Soil Science and crop science;		
30	To prepare research proposals for possible funding and and conduct research and extension activities related to soils and soil management;		
5	To serve as thesis adviser and chairman/member of student research committees of soil science and agronomy major students.		

14. POSITION TITLE OF IMMEDIATE SUPERVISOR DEPARTMENT HEAD		15. POSITION TITLE OF NEXT HIGHER SUPERVISOR COLLEGE DEAN	
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (List only by their item nos. and titles) N/A			
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. pH meter, oven, distiller, etc.			
18. CONTACT		19. WORKING CONDITION	
General Public <input checked="" type="checkbox"/> [x] Other Agencies <input type="checkbox"/> [] Supervisors <input type="checkbox"/> [] Management <input checked="" type="checkbox"/> [x] Others (Specify) <input type="checkbox"/> []	Occasional Frequent	Normal Working Condition Field work <input checked="" type="checkbox"/> [x] Field Trips <input type="checkbox"/> [] Exposed to Varied Weather Other's (Specify) <input type="checkbox"/> []	
20. I CERTIFY that the above answers are accurate and complete.			
<u>October 12, 2009</u> Date		 Signature of Employee	
21. Describe briefly the general function of the Unit or Section. To offer undergraduate and graduate degree programs in soil science and conduct research and extension activities in soils and soil management.			
22. Describe briefly the general function of the position. To handle courses (undergraduate and graduate courses in Soil Science and conducts research and extension activities in soils and soil management.			
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: Relevant masteral degree. Experience: 2 yrs. of relevant experience; 8 hrs. of relevant training.			
23b. Licenses or certificates required to do this work,			
24. I HEREBY CERTIFY that the above answers are accurate and complete.			
<u>October 12, 2009</u> Date		 ANABELLA B. TULIN Signature and Title of Immediate Supervisor	
APPROVED Date		 JOSE L. BACUSNO Head of Agency	