

REPUBLIC OF THE PHILIPPINES		1. NAME OF EMPLOYEE	
BC-CSC Form No. 1 (Position Description Form)		VILLAGORZALO SEAN ONG (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY		3. BUREAU OR OFFICE VSU	
4. DEPT./BRANCH/DIVISION VSU - OVPRE - ICTU		5. WORK STATION/PLACE OF WORK VSU	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO.	6b. PREV. APPRO ACT/ BOARD RES/ ITEM NO. VISAB-ENG3-2-2009	7a. SALARY P.A.: P 243,816.00 7b. OTHER COMPENSATION: PERA/ACA	
8. OFFICIAL DESIGNATION OF POSITION Engineer III		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			
<p>-Pls see attached papers-</p>			

<p>14. POSITION TITLE OF IMMEDIATE SUPERVISOR</p> <p style="font-size: 1.2em;">VP for Research & Extension</p>	<p>15. POSITION TITLE OF NEXT HIGHER SUPERVISOR</p> <p style="font-size: 1.2em;">University President</p>																		
<p>16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7) list only by their item nos. and titles)</p> <p style="font-size: 1.1em;">Arnel Guela - casual Marc Pangantes - RA Fabian Alberio - ECE-1 Gerome Godoy - NOE Nicola Carreno - ECE-1 Wis Prado & Wilfredo Decena</p>																			
<p>17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.</p> <p style="font-size: 1.1em;">NETWORK ACTIVE & PASSIVE EQPT, WIFI SYS, SERVER, PC, TESTER, AM TRANSMITTERS</p>																			
<p>18. CONTACT</p> <table style="width: 100%; border: none;"> <thead> <tr> <th></th> <th style="text-align: center;">Occasional</th> <th style="text-align: center;">Frequent</th> </tr> </thead> <tbody> <tr> <td>General Public</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[X]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[X]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Others (Specify) NGOs</td> <td style="text-align: center;">[X]</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>		Occasional	Frequent	General Public	[]	[X]	Other Agencies	[]	[X]	Supervisors	[X]	[]	Management	[X]	[]	Others (Specify) NGOs	[X]	[]	<p>19. WORKING CONDITION</p> <p>Normal Working Condition</p> <p>Field work [X]</p> <p>Field Trips [X]</p> <p>Exposed to Varied Weather</p> <p>Other's (Specify) Hazards [X] BUILDING ROOFTOP CEILING, ANTENNA TOWERS.</p>
	Occasional	Frequent																	
General Public	[]	[X]																	
Other Agencies	[]	[X]																	
Supervisors	[X]	[]																	
Management	[X]	[]																	
Others (Specify) NGOs	[X]	[]																	
<p>20. I CERTIFY that the above answers are accurate and complete.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 40%;"> <p>_____</p> <p style="text-align: center;">Date</p> </div> <div style="width: 40%; text-align: center;"> <p>Signature of Employee</p> </div> </div>																			
<p>21. Describe briefly the general function of the Unit or Section.</p> <p style="font-size: 1.1em;">IN-CHARGE OF NETWORK PLANNING, IMPLEMENTATION, REPAIR & MAINTENANCE</p>																			
<p>22. Describe briefly the general function of the position.</p> <p style="font-size: 1.1em;">PLAN, SUPERVISE & IMPLEMENT OF ICTU & DYAC TECHNICAL STAFF.</p>																			
<p>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).</p> <p>Education: BS ECE (LICENSED)</p> <p>Experience: KNOWLEDGEABLE IN NETWORKING, BROADCASTING & DATA COMMUNICATION</p>																			
<p>23b. Licenses or certificates required to do this work, if any.</p> <p style="font-size: 1.1em;">BACHELOR OF SCIENCE IN ELECTRONICS & COMMUNICATION ENGINEER / R.A. 1080</p>																			
<p>24. I HEREBY CERTIFY that the above answers are accurate and complete.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 40%;"> <p>_____</p> <p style="text-align: center;">Date</p> </div> <div style="width: 40%; text-align: center;"> <p>OTHELLO B. CAPUNO VP for Research and Extension Signature and Title of Immediate Supervisor</p> </div> </div>																			
<p>25. APPROVED</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 40%;"> <p>_____</p> <p style="text-align: center;">Date</p> </div> <div style="width: 40%; text-align: center;"> <p>JOSE L. BACUSMO Head of Agency</p> </div> </div>																			