S				
Denublic of the Dhillionia	1. POSITION TITLE (as approved by authorized agency) with			
Republic of the Philippines	parenthetical title			
POSITION DESCRIPTION FORM				
DBM-CSC Form No. 1	INSTRUCTOR I			
(Revised Version No. 1 , s. 2017)	MOTROCTORT			
2. ITEM NUMBER	3. SALARY GRADE			
INST1-23-2016	SG12, Step 1			
4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE	GOVERNMENTAL UNIT AND CLASS			
☐ Province ☐ 1st 0	Class ☐ 5th Class			
	Class Gth Class			
	Class Special			
☐ 4th 0	Class			
5 DEPARTMENT CORPORATION OF ACTION	FME 10 T TOTAL TOTAL			
5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT	6. BUREAU OR OFFICE			
EOCAL GOVERNMENT				
VISAVAS STATE LINIVEDSITY	0.11			
VISAYAS STATE UNIVERSITY	College of Management And Ecnomics			
7 DEDARTMENT (DRANGE) (DRAGGE)				
7. DEPARTMENT / BRANCH / DIVISION	8. WORKSTATION / PLACE OF WORK			
Institute for Strategic Research and Development Studies	VSU, BAYBAY CITY, LEYTE			
9. PRESENT APPROP 10. PREVIOUS APPROP ACT	11. SALARY AUTHORIZED 12. OTHER COMPENSATION			
	* · · · · · · · · · · · · · · · · · · ·			
13. POSITION TITLE OF IMMEDIATE SUPERVISOR	14. POSITION TITLE OF NEXT HIGHER SUPERVISOR			
Director, ISRDS	Dean, College of Management and Economics			
	Journ, Conogo of Managoriichi and Economics			
15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY S	SUPERVISED			
(if more than seven (7) list only by their item numbers and titles)				
POSITION TITLE	ITEM NUMBER			
16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGU				
Laptop, projector, printer, calculator				
17. CONTACTS / CLIENTS / STAKEHOLDERS				
17a. Internal Occasional Frequent	17b. External Occasional Frequent			
Executive /	General Public			
Supervisors	Other Agencies			
Non-Supervisors	Others (Please Specify): admin offices			
Staff J				
18. WORKING CONDITION				
Office Work	Other/s (Please Specify)			
Field Work				
40. PRIES DECORPOSION OF THE STATE OF				
19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION				
To conduct instruction, research and extension				
20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION	OF THE POSITION (Job Summary)			
To conduct instruction, research and extension				

21a. Education	21b. Experience	21c. Training	21d. Eligibility
Relevant Masteral degree	NONE REQUIRED	NONE REQUIRED	none required except for courses with board examinatio wherein RA 1080 is required
21e. Core Compe	tencies		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 - Eff	fectively delivers messages that simply focus	on facts or information;	2
4. Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results			2
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
6. Gender-responsive management - Promotes gender equality and women empowerment to address gender- related problems			1
21f. Functional Co	mpetencies		Competency Level
 Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching- learning delivery modes to enhance learning. 			2
Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes- based course syllabi to adapt to the changing educational landscape.			2
Innovative Instructional Materials Development - Designs and creates learning lessons, teaching-learning experiences that utilize innovative technologies in various learning environment.			2
4. Filipino Values Restoration	n- Revitalizes desirable Filipino values that are	e pro-God, pro-people, and pro-nature.	4
technologies for the betterme	lentifies issues and potentials for further studient of mankind, mother earth and the universe to answer questions sought to be answered	and conceptualizes proposals for	1
Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research outputs.			2
21g. Technical Competencies			Competency Level
Provides technical services and admin support to clients		2	
22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)		Competency Level	
Percentage of Working Time	(State the duties and re	esponsibilities here:)	Competency Level
50%	Teaches assigned subjects and pfunctions, among others, the following as Prepares and revised teaching material department head Prepares and gives examinations contents the contents to the contents to the contents as a subject to the contents and returns to the contents are contents.	ng: aterials/guides and submit to (mid/final/long/quizzes)	2

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40%	Performs research and/or extension functions, among others the following: a. Prepares research/extension proposals b. Implements duly approved research/extension projects within time frame 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	2
5%	Performs administrative functions (if applicable)	2
5%	4. Performs other functions, among others: 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	2

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.

CHRISTOPHER JR. GALGO, November 27, 2020 Employee's Name, Date and Signature

LILIAN B. NUNEZ

Supervisor's Name, Date and Signature