

REPUBLIC OF THE PHILIPPINES

BC-RSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY,
LOCAL GOVERNMENT

VEZAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

FARMI, VISCA, Leyte

6a. PRES. APPROP.

ACT/

EO 87

BOARD RES./

ORD. NO.

MEM. NO. LumpSum

6b. PRES. APPROP.

ACT/

BOARD RES./

ORD. NO.

MEM. NO.

8. OFFICIAL DESIGNATION OF POSITION

Science Research Specialist

10. WAPCO CLASSIFICATION OF THIS POSITION

12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS

MUNICIPALITY ☐

CITY ☐

PROVINCE ☐

1st	2nd	3rd	4th	5th	6th
:	:	:	:	:	:

3. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.

Percent of: DUTIES ---

Working :

Time :

25%

1. Coordinates w/ VISCA departments/centers regarding the formulation and implementation of livestock programs under FARMI.

20%

2. Assumes leadership role in formulation livestock programs/activities/strategies for ESDP-EV and FARMI as a whole.

15%

3. Provides technical and operational assistance to ESDP and DAF field staff.

10%

4. Conducts regular field visits to gather information/data and monitor progress of livestock activities in the project sites and in other areas of concern.

10%

5. Coordinates with personnel from DAF and other line agencies to facilitate the exchange of experiences and ideas.

10%

6. Submits periodic reports, position papers, case studies, etc, to the FARMI Director.

10%

7. Performs other duties that may be assigned by the Director.

1. NAME OF EMPLOYEE

GABUNADA

FRANCISCO

G.

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

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

7a. SALARY P.A.

7b. OTHER COMPENSATION

AUTHORIZED

ACTUAL

P 27,355.00

COLA

9. WORKING PROPOSED TITLE

Science Research Specialist

11. OCCUPATION GROUP TITLE

(leave blank)

14. POSITION : TITLE OF IMMEDIATE SUPERVISOR : 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

FARMI Director

Director of Research & Extension

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

None

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

Computer, calculator, etc

18. CONTACTS	Occasional	Frequent	19. WORKING CONDITION	
General Public	: x :	:	Normal Working Condition	: x :
Other Agencies	: x :	:	Field Work	:
Supervisors	:	: x :	Field Trips	:
Management	:	: x :	Exposed to varied Weather	:
Others (Specify)	:	:	Others (Specify)	:

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

5/30/88

Date

FRANCISCO G. GABINADA
Signature of Employee

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

To render research and extension services.

22. Describe briefly the general function of the position.

Animal scientist

23a. 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 with specific area of specialization plus

Experience: other requirements per BS of the College.

23b. Licenses or certificates required to do this work, if any.
None

24. I hereby certify that the above answers are accurate and complete.

Date

SERIO E. ARTE, Administrative Officer
Signature and Title of Immediate Supervisor

25. APPROVED:

5/15/89
Date

M. R. Villanueva
Head of Agency