

REPUBLIC OF THE PHILIPPINES
BC-CSC Form No. 1
(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

Agricultural Chemistry & Food Science

6a. PRES. APPROP.
ACT/ BP Blg. 230
BOARD RES./
ORD. NO.
ITEM NO.

6b. PREV. APPROP.
ACT/ BP Blg. 31
BOARD RES./
ORD. NO.
ITEM NO. 8-19

8. OFFICIAL DESIGNATION OF POSITION

Assistant Instructor

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
: : : : : :

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

Percent of : DUTIES ---

Working
Time

90%

1. To teach basic courses in Chemistry.

5%

2. To write research proposals.

5%

3. To perform other functions which may be assigned by the Head of the Department.

1. NAME OF EMPLOYEE

JANSALIN

(FAMILY NAME)

JACOB GLENN

(GIVEN NAME)

FLORA

(MIDDLE NAME)

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

7a. SALARY P.A.

AUTHORIZED P13,824.00 p.a. cola

ACTUAL P13,824.00 p.a.

9. WORKING OR PROPOSED TITLE

Assistant Instructor

11. OCCUPATIONAL GROUP TITLE

(leave blank)

Head, Dept. of Agricultural Chemistry
& Food Science

Director of Instruction

None

Bunsen burner, hot plates, refrigerator, autoclave, chemicals, petri dishes, microscopes,
glass slides, etc.

x

x

(students)

x

x



10-10-83

Jansalin
JACOB GLENN F. JANSALIN

To provide instruction, research and extension services in the field of Agricultural
Chemistry and Food Science.

To provide instruction in Agricultural Chemistry, basic courses in Chemistry,
conduct research.

BS degree with specific area of specialization plus other requirements
per QS of the College.

None

Oct. 10, 1983

Lidia A. Gloria
LIDIA A. GLORIA, Head, Dept. of Agricultural

Chemistry & Food Science

10-14-83

[Signature]