

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE <div style="text-align: center;"> GARCIA PASTOR PASTURAN <small>(Family Name) (Given Name) (Middle Name)</small> </div>	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OR OFFICE FARM I	
4. DEPT./BRANCH/DIVISION FARM I		5. WORK STATION/PLACE OF WORK	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A.: 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Asst Professor		9. WORKING PROPOSED TITLE Asst Professor	
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 <input type="checkbox"/> CITY <input type="checkbox"/> PROVINCE <input type="checkbox"/> <div style="display: flex; justify-content: space-around;"> <div>1st <input type="checkbox"/></div> <div>2nd <input type="checkbox"/></div> <div>3rd <input type="checkbox"/></div> <div>4th <input type="checkbox"/></div> <div>5th <input type="checkbox"/></div> <div>6th <input type="checkbox"/></div> </div>			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional sheets.			
Percent of Working Time :			
D U T I E S			
50% 20% 20% 10%	1. Plan, coordinate and implement on-farm research and development activities of the Institute on agricultural engineering aspects. 2. Provide technical assistance to farmers and other staff of FARM I and VISCA. 3. Teach undergraduate courses. 4. Do other duties that may be assigned by the Director.		

14. POSITION TITLE OF IMMEDIATE SUPERVISOR Assoc Professor/Director	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR Director																		
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, motorcycle, calculator																			
18. CONTRACT <table border="0"><thead><tr><th></th><th>Occasional</th><th>Frequent</th></tr></thead><tbody><tr><td>General Public</td><td>[]</td><td>[x]</td></tr><tr><td>Other Agencies</td><td>[]</td><td>[x]</td></tr><tr><td>Supervisors</td><td>[]</td><td>[x]</td></tr><tr><td>Management</td><td>[]</td><td>[]</td></tr><tr><td>Other (Specify)</td><td>[]</td><td>[]</td></tr></tbody></table>		Occasional	Frequent	General Public	[]	[x]	Other Agencies	[]	[x]	Supervisors	[]	[x]	Management	[]	[]	Other (Specify)	[]	[]	19. WORKING CONDITION Normal Working Condition [x] Field Work [] Field Trips [x] Exposed to Varied Weather [] Others (Specify) []
	Occasional	Frequent																	
General Public	[]	[x]																	
Other Agencies	[]	[x]																	
Supervisors	[]	[x]																	
Management	[]	[]																	
Other (Specify)	[]	[]																	
20. I CERTIFY that the above answers are accurate and complete. July 20, 1999 Date Signature of Employee																			
21. Describe briefly the general function of the Unit or Section.																			
22. Describe briefly the general function of the position. Plan, coordinate and implement on-farm research and development activities of the Institute on agricultural engineering aspects.																			
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: Relevant masteral degree Experience: 1 yr relevant experience, 4 hrs relevant training																			
23b. Licenses or certificates required to do this work, if any.																			
24. I HEREBY CERTIFY that the above answers are accurate and complete. July 20, 1999 Date ZOSIMO M. DE LA ROSA Signature and Title of Immediate Supervisor																			
25. APPROVED: Date NERELITO P. PASQUAL Head of Agency																			