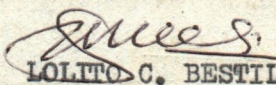
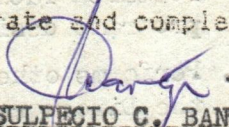


REPUBLIC OF THE PHILIPPINES EC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE BESTIL LOLITO C. (Family Name) (Given Name) (Middle Name)															
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OR OFFICE															
4. DEPT./BRANCH/DIVISION Dept. of An. Sci. and Vet. Med.		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 Assoc. Prof.		9. WORKING PROPOSED TITLE Assoc. Prof.															
10. WAPCO CLASSIFICATION OF THIS POSITION Assoc. Prof.		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 attached additional sheets.																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 15%;">Percent of Working time :</th> <th style="width: 85%;">DUTIES</th> </tr> <tr> <td style="text-align: center;">40%</td> <td>1. Teaches animal science courses both in the undergraduate and graduate levels.</td> </tr> <tr> <td style="text-align: center;">20%</td> <td>2. Formulates, reviews, or conducts researches, both basic and applied, relevant to the problems of the livestock sector in the Visayas.</td> </tr> <tr> <td style="text-align: center;">15%</td> <td>3. Extends services as subject matter specialist to farmers and agency workers, both in the private and government.</td> </tr> <tr> <td style="text-align: center;">15%</td> <td>4. Assists the Department in the development of instructional and research facilities, and provides technical assistance to government programs designed to improve the livestock industry.</td> </tr> <tr> <td style="text-align: center;">10%</td> <td>5. Performs other duties that may be assigned by the Department Head, the Director of Instruction, or the Agency Head.</td> </tr> <tr> <td style="text-align: center;">100%</td> <td></td> </tr> </table>				Percent of Working time :	DUTIES	40%	1. Teaches animal science courses both in the undergraduate and graduate levels.	20%	2. Formulates, reviews, or conducts researches, both basic and applied, relevant to the problems of the livestock sector in the Visayas.	15%	3. Extends services as subject matter specialist to farmers and agency workers, both in the private and government.	15%	4. Assists the Department in the development of instructional and research facilities, and provides technical assistance to government programs designed to improve the livestock industry.	10%	5. Performs other duties that may be assigned by the Department Head, the Director of Instruction, or the Agency Head.	100%	
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14. POSITION TITLE OF IMMEDIATE SUPERVISOR Department Head	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR Director of Instruction																												
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)																													
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. Computer, projectors, laboratory equipment and animal specimens.																													
18. CONTRACT <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;">[]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[X]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Other (Specify)</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>		Occasional	Frequent	General Public	[]	[]	Other Agencies	[X]	[]	Supervisors	[]	[X]	Management	[]	[]	Other (Specify)	[]	[]	19. WORKING CONDITION <table style="width: 100%; border: none;"> <tbody> <tr> <td>Normal Working Condition</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Field work</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: center;">[X]</td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>	Normal Working Condition	[]	Field work	[X]	Field Trips	[X]	Exposed to Varied Weather	[X]	Others (Specify)	[]
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20. I CERTIFY that the above answers are accurate and complete. <u>21 May 1998</u> Date  LOLITO C. BESTIL Signature of Employee																													
21. Describe briefly the general function of the Unit or Section. Animal Science and Production																													
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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: 3 yrs relevant experience; 16 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. <u>5/25/98</u> Date  SULPECIO C. BANTUGAN Signature and Title of Immediate Supervisor																													
25. APPROVED: _____ Date  SAMUEL S. GO Head of Agency																													