

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE BESTIL LOLITO G. (Family Name) (Given Name) Middle Name
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU/ OFFICE Director of Instruction
4. DEPT./BRANCH/DIVISION DASVM None		5. WORK STATION/PLACE OF WORK
6a. PRES. APPROP. ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPROP ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A. 7b. OTHER COMPENSATION
8. OFFICIAL DESIGNATION OF POSITION Asso. Prof.		9. WORKING PROPOSED TITLE
10. WAPCO CLASSIFICATION OF THIS POSITION Asso. 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.

Percent of Working Time	DUTIES
40%	MS degree with special course of specialization plus other requirements and graduate levels per QS of the College.
20%	2. Formulates, reviews, or conducts researches, both basic and 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%	

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Department Head

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

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

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

Computer, projectors, laboratory equipment and animal specimens.

18. CONTACT

	Occasional	Frequent
General Public	X	
Other Agencies		X
Supervisors		
Management		
Other (Specify)	IV	

19. WORKING CONDITION

Normal Working Condition X
Field Work X
Field Trips X
Exposed to Varied Weather
Others (Specify) Associate Professor IV

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

03 Nov. 1994

Date

LOLITO C. BESTIL

Signature of Employee

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

Animal Science and Production

22. Describe briefly the general function of the position.

Instruction, Research and Extension

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 position other than teaching).

Education:

Experience:

23b. Licenses or certificates required to do this work, if any.

24. I HEREBY CERTIFY that the above answers are accurate and complete.

Date

SAMUEL S. BANTUGAN

Signature and Title of Immediate supervisor

25. APPROVED:

Date

SAMUEL S. GO

Head of Agency