

REPUBLIC OF THE PHILIPPINES

BO-C32 Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/

LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

Dept. of Ag. Engineering & Math.

6a. PRES. APPROP. : 6b. PREV. APPROP.

ACT/ : ACT/

BOARD RES/ : BOARD RES/

ORD. NO. : ORD. NO.

ITEM NO. 90-4 : ITEM NO.

8. OFFICIAL DESIGNATION OF POSITION

Professor I

10. NAPOD CLASSIFICATION OF THIS POSITION

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 attach additional sheets.

Percent of: DUTIES ---

Working :

Time :

50%

40%

10%

Teaches Agricultural engineering major subjects.

Do research on post harvest technology and utilization of energy.

Other duties assigned by the dept. head.

115
14. POSITION TITLE OF IMMEDIATE SUPERVISOR : 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Department Head

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).

None

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

visual aids, etc.

18. CONTACT

Occasional

Frequent

General Public

: X :

Other Agencies

: X :

Supervisors

: : :

Management

: : :

Others (Specify)

: : :

: X :

: X :

: : :

19. WORKING CONDITION

Normal Working Condition

: X :

Field Work

: : :

Field Trips

: : :

Exposed to varied Weather

: : :

Others (Specify)

: : :

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

10/31/95

Date

Signature of Employee

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

To provide instruction, research & extension services.

22. Describe briefly the general function of the position.

To provide instruction in Ag. Engineering courses.

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: Appropriate doctoral degree.

Experience: 4 years relevant experience & 24 hours of 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.

10/31/95

Date

JIMMY R. ROSILLO

Signature and Title of Immediate Supervisor

25. APPROVED:

Date

SAMUEL S. GO

Head of Agency