Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1

1. POSITION TITLE (as approved by authorized agency) with parenthetical title

| DBM-CSC Form No. 1 (Revised Version No. 1 , s. 2017) | | ASSISTANT PROFESSOR II | | |
|--|-------------------------------------|--|---|--|
| 2. ITEM NUMBER | | 3. SALARY GRADE | | |
| VD5CAB-1192-19-2024 VISCAB-119571-32-2016 | | SG 16, Step 1 | | |
| 4. FOR LOCAL GOVERN | IMENT POSITION, ENUMERATE | GOVERNMENTAL UNIT AND | CLASS | |
| ☐ Province ☑ City ☐ Municipality | g 3rd | Class Class Class Class | ☐ 5th Class ☐ 6th Class ☐ Special | |
| 5. DEPARTMENT, CORP LOCAL GOVERNMEN | PORATION OR AGENCY/ | 6. BUREAU OR OFFICE | | |
| VISAYAS S | TATE UNIVERSITY | OFFICE OF THE PRESIDENT | | |
| 7. DEPARTMENT / BRAN | NCH / DIVISION | 8. WORKSTATION / PLACE OF WORK | | |
| Department of Bu | usiness and Management | VSU, BAYBAY CITY, LEYTE | | |
| 9. PRESENT APPROP | 10. PREVIOUS APPROP ACT | 11. SALARY AUTHORIZED | 12. OTHER COMPENSATION | |
| NA | NA NA | 39,672.00 | ACA/PERA P2,000.00 | |
| 13. POSITION TITLE OF | IMMEDIATE SUPERVISOR | 14. POSITION TITLE OF NEX | T HIGHER SUPERVISOR | |
| H lavol you saled to | ead, DBM | Dean, College of M | anagement and Economics | |
| POS | SITION TITLE | t only by their item numbers and ITE | M NUMBER | |
| | nputer, with productivity softwares | entre star de proper e productiva e entre de la compania del compania del compania de la compania del compania del compania de la compania del c | | |
| 17. CONTACTS / CLIEN | | | | |
| 17a. Internal Executive / Supervisors Non-Supervisors Staff | Occasional Frequent | General Public Other Agencies Others (Please Specify): | Occasional Frequent admin offices | |
| 18. WORKING CONDITI | ON | | | |
| Office Work Field Work | | Other/s (Please Specify) | | |
| 19. BRIEF DESCRIPTIO | N OF THE GENERAL FUNCTION | N OF THE UNIT OR SECTION | | |
| | | iction, research and extension | | |
| 20. BRIEF DESCRIPTIO | N OF THE GENERAL FUNCTION | N OF THE POSITION (Job Sum | mary) | |
| | To conduct instru | action, research and extension | | |
| | | | | |

| Relevant Masteral degree NONE REQUIRED NONE REQUIRED NONE REQUIRED 21e. Core Competencies Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to | 21a. Education | STANDARDS 21b. Experience | 21c. Training | 21d. Eligibility |
|--|---|--|--|--|
| Exemptifying Integrity and Professionalism - demonstrations high standards of professional behaviour, adhering to hick als well as more principles, values, and standards of public office Delivering Service Excellence - Compiles with VSU's established standards of service delivery for customer attributions of the composition of the co | Relevant Masteral | | | |
| Exemplifying Integrity and Professionalism - demonstrations high standards of professional behaviour, adhering to high last well as more principoles, values, and standards of public office political swell as more principoles, values, and standards of public office political swell as more principoles, values, and standards of public office political standards of service delivery for customer distriction. 2 Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and entits, and volk well in a team to achieve results. 2 Annay Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, heavieur and style appropriately in dealing with change. 3 Compared and style appropriately in dealing with change. 4 Compared and style appropriately in dealing with change. 4 Compared and style appropriately in dealing with change. 5 Compared and style appropriately in dealing with change. 5 Compared and style appropriately in dealing with change. 5 Compared and style appropriately in dealing with change. 5 Compared and style appropriately in dealing with change. 5 Compared and style appropriately in dealing with change. 6 Compared and style appropriately in dealing with change. 6 Compared and style appropriately in dealing with change. 6 Compared and style appropriately in dealing with change. 7 Compared and style appropriately in dealing with change. 7 Compared and style appropriately and develops teaching strategies by designing outcomes-based uses egistable to adapt to the changing educational and scapes. 1 Intervity in the style of the develops and professional and scapes. 2 Compared and professional angeliance to departmen | 21e. Core Comp | etencies | | Competency Level |
| atisfaction Communication Sary - Effectively delivers messages that simply focus on facts or information; Interpersonal relationship management. Effectively communicates and interacts with colleagues, customers and leints, and work well in a beam to achieve results Change Adaptation Works effectively with a variety of people and situations and adapts one's thinking, elevation and style appropriately with a variety of people and situations and adapts one's thinking. 2 | Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office | | | peringe and lost more |
| Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and leints, and work well in a team to achieve results leints, and work well in a team to achieve results with a warrety of people and situations and adapts one's thinking, elasivour and style appropriately in dealing with change. 2 Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, elasivour and style appropriately in dealing with change. 2 Changer-response warrety with a variety of people and situations and adapts one's thinking, elasivour and style appropriately in dealing with change. 2 Competency Level - Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching-sering delivery modes to enhance learning. 1 Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based ourse system of the changing aducational landscape. 1 Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based ourse system in the changing aducational landscape. 2 Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based ourse system in the changing aducational landscape. 2 Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based ourse system in the competency of the changing designing outcomes-based ourse system in the competency of the changing aducation of the changing leasness, teaching-learning personal personal develops and pronents of the changing leasness, teaching-learning personal per | | llence - Complies with VSU's established sta | andards of service delivery for customer | 2 |
| lients, and work well in a team to achieve results Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, ehaviour and style appropriately in dealing with change. Gender-responsive management - Promotes gender equality and women empowerment to address gender-laided problems 21f. Functional Competencies 7 Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching-arming delivery modes to enhance learning. Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based ourse syllation adapts to the changing educational landscape. Innovative Instructional Materials Development - Designs and creates learning lessons, teaching-learning yesperiences that utilize innovative technologies in various learning environment. Filipino Velues Restoration - Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature. Research Management- Identifies issues and potentials for further studies and generation of new knowledge and schoologies for the betterment of mankind, mother earth and the universe and conceptualizes proposals for funding and conducts studies to answer questions sought to be answered or maximizes technologies needed to improve the set of markind. Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research uputs. 2 19. Technical Competencies Provides support and technical and consultancy services to different stakeholders 2 2. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies) Percentage of Working (State the duties and responsibilities here:) I Isaches assigned subjects and performs after testing related furcious, areng cliers, the following: a Prepare and revised teaching materials/guides and submit to department be a land to prepare a percent and produces and percent and the following: a Prepare research/activation prognesis b Improve a designation of the perc | . Communication Savy - E | Effectively delivers messages that simply focu | us on facts or information; | 2 |
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Employee's Name, Date and Signature

MARIM RATIUM 05/02/2021

Supervisor's Name, Date and Signature