

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE GODOY FEDERICO, JR. P. (Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Leyte State University Visayas State College of Agriculture		3. BUREAU OR OFFICE Leyte State University
4. DEPT./BRANCH/DIVISION PhilRootcrops		5. WORK STATION/PLACE OR WORK Baybay, Leyte
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 Science Aide		9. WORKING PROPOSED TITLE
10. WAPCO 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 Working Time	DUTIES
45%	To set-up polycross;
45%	To set-up experiment related to breeding sweetpotatoes that are good in quality, high yield; and
10%	To do other duties that may be assigned by his supervisor

14. POSITION TITLE OF IMMEDIATE SUPERVISOR
Professor III

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
Center Director

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

17. MACHINES, EQUIPMENT, TOLLS, etc. used regularly in performance of work
Weighing scale, oven, shovel, etc.

18. CONTRACT

General Public

Other Agencies

Supervisors

Management

Others (Specify)

Occasional

Frequent

19. WORKING CONDITION

Normal Working Condition

Field Work

Field Trips

Exposed to Varied Weather

Others (Specify)

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

12-18-02
Date

FEDERICO P. GODOY, JR.
Signature of Employees

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

To breed and screen root crops for good quality and resistance to insect pests and diseases.

22. Describe briefly the general function of the position.

To breed and screen sweetpotato genotypes for resistance to weevil and scab.

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: **Completion of two years college work.**

Experience: **none**

23b. Licenses or certificates required to do this work, if any.
none

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

12/23/02
Date

JOSE L. BACUSMO - Professor III
Signature and Title of Immediate Supervisor

APPROVED:

Date

PACENCIA P. MILAN

Head of Agency