

REPUBLIC OF THE PHILIPPINES  
BC-CSC Form No. 1  
(Position Description Form)

1. NAME OF EMPLOYEE

GODOY

FEDERICO, JR. P. Professor

(Family Name) (Given Name) (Middle Name)

2. DEPARTMENT, CORPORATION OR AGENCY/  
LOCAL GOVERNMENT  
Visayas State College of Agriculture

3. BUREAU OR OFFICE

ViSCA, Baybay, Leyte

4. DEPT./BRANCH/DIVISION

PRCRTC, ViSCA

5. WORK STATION/PLACE OF WORK

PRCRTC, ViSCA, Baybay, Leyte

6a. PRES. APPROP. ACT/  
BOARD RES/  
ORD. NO.  
ITEM NO. Lumpsum

6b. PREV. APPROP. ACT/  
BOARD RES  
ORD. NO.  
ITEM NO. Lumpsum

7a. SALARY P.A. 7b. OTHER COMPENSATION

P43,630.68 for six months

8. OFFICIAL DESIGNATION OF POSITION

Science Aide

9. WORKING PROPOSE TITLE

Science Aide

10. WAPCO CLASSIFICATION OF THIS POSITION

None

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

Set-up polycross;

To set-up experiment related to breeding sweet potatoes that  
are good in quality, high yield;

To do other functions that may be assigned by his supervisor.



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

Professor

Assoc Professor/Director

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.

Weighing scale, overn, shovel

18. CONTACT

19. WORKING CONDITION

|                  | <u>Occasional</u> | <u>Frequent</u> |
|------------------|-------------------|-----------------|
| General Public   |                   |                 |
| Other Agencies   |                   |                 |
| Supervisors      |                   |                 |
| Management       |                   |                 |
| Others (Specify) |                   |                 |

|                           |  |
|---------------------------|--|
| Normal Working Condition  |  |
| Field Work                |  |
| Field Trips               |  |
| Exposed to Varied Weather |  |
| Others (Specify)          |  |

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

1-22-98

Date

FEDERICO P. GODOY, JR.

Signature of Employee

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

To breed and screen root crops for good quality & resistance to insect pest & diseases

22. Describe briefly the general function of the position.

To breed & screen sweetpotato genotypes for resistance to weevil & 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.

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

Date

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

25. APPROVED:

SAMUEL S. GO  
President