Republic of the Philippines POSITION DESCRIPTION FORM		POSITION TITLE (as approved by authorized agency) with parenthetical title			
	Version No. 1 , s. 2017)		As	ssistant Professo	r Pitther 03 - AFS
2. ITEM NUMBER			3. SALARY GRADE		
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4. FOR LOCAL GOVE	ERNMENT POSITIO	N, ENUMERAT	E GOVERNMENTAL UNI	T AND CLASS	
☐ Provinc ☑ City ☐ Municip		☐ 1st Clas ☐ 2nd Cla ☐ 3rd Cla	ass desired	☐ 5th Clas ☐ 6th Clas ☐ Special	
5. DEPARTMENT, CO LOCAL GOVERNM		AGENCY/	6. BUREAU OR OFFI	CE	
VISAYA	S STATE UNIVERS	ITY	Department of Economics		
7. DEPARTMENT / BI	RANCH / DIVISION		8. WORKSTATION / I	PLACE OF WORK	
Depar	tment of Economic	es losei procesi gr	VSU,	BAYBAY CITY, L	EYTE
9. PRESENT APPROP ACT	10. PREVIOUS APP	PROP ACT	11. SALARY AUTHORIZED	12. OTHER	RCOMPENSATION
4			P23,333.00	30,531 ACAN	PERA P2,000.00
13. POSITION TITLE	OF IMMEDIATE SU	PERVISOR	14. POSITION TITLE	OF NEXT HIGHE	R SUPERVISOR
Devel You no D	epartment Head	nical Compater	College Dean		
15. POSITION TITLE,	AND ITEM OF THO	OSE DIRECTLY	SUPERVISED		
	(if more than	seven (7) list o	nly by their item numbers		
	Diamio.	c usen regu	JLARLY IN PERFORMAN	ITEM NUMBER	
TO: MAOTHAE, EQUI	hall	NAME OF STREET	our of any day had a const	Hazar de a d'Origina	
2			o, projector, calculator, l	ball pen	83%
17. CONTACTS / CLI	ENTS / STAKEHOL Occasional	DERS Frequent	17b. External	Occasion	nal Frequent
Executive /	✓ ✓	A the A specific	General Public	io tavo entili o	Idi Frequent
Managerial	- Insh		noi ts cimexe t Charles or considering		
Supervisors		V	Other Agencies		
Non-Supervisors		☑ SHOLDIN	Others (Please Specify	/): a	dmin offices
Staff			darchi'extension groposet	Gai Salicies (e)	
18. WORKING COND			Other/s /Disease Ossail		
Office Work Field Work		ne presched par	Other/s (Please Specif	y) orie en isqenii isl	
19. BRIEF DESCRIPT			N OF THE UNIT OR SEC		

	TION OF THE GENERAL FUNCTION OF		iary)
	To conduct instruction, r	research and extension	5 5 1 1 0 1 0 1 1 0 1 0 0 1 1 2 1 2 1 2 1 2
21. QUALIFICATION	STANDARDS		
21a. Education	21b. Experience	21c. Training	21d. Eligibility
Relevant Masteral	1 yr. of rel. experience	4 hours of rel. training	NONE REQUIRED
degree	SCAROVOKIED I		STRMINGATE
21e. Core Comp	Competency Level		
. Exemplifying Integrity a	2		
dhering to ethical as well			
. Delivering Service Exce	2		
Communication Savy -	Effectively delivers messages that simply focus on f	facts or information;	2
. Interpersonal relations	0		
ustomers and clients, an	2		
. Change Adaptation - V	orks effectively with a variety of people and situation	ons and adapts one's thinking,	anga sa kil
	priately in dealing with change.		2
Gender-responsive ma	Principle of the second of the		
ender-related problems			
21f. Functional (Competencies		Competency Level
	tered Environment Applies theories and psychologic	ies to facilitate various teaching-	2
arning delivery modes to			
Innovative Learning Str	2		
	yllabi to adapt to the changing educational landscap		2
	ning lessons, teaching-learning	2	
	novative technologies in various learning environme		
	ro-God, pro-people, and pro-	2	
ature.	Trevitalizes desirable i lipino values triat are pr	o God, pro people, and pro	
	velops and produces scientific article for peer-revie	wed journals by utilizing	2
. I ublication writing - De	velops and produces scientific article for peer-revie	wed journals by dulizing	~
•			
esearch outputs.	VADA 00 EXS EX9		Competency Level
•			Competency Level
esearch outputs. 21g. Technical C	Provides support and technical services	for	2
esearch outputs. 21g. Technical C	Provides support and technical services DUTIES AND RESPONSIBILITIES (Tec	for hnical Competencies)	Competency Level 2 Competency Level
21g. Technical C 2. STATEMENT OF Percentage of	Provides support and technical services	for hnical Competencies)	2
esearch outputs. 21g. Technical C	Provides support and technical services DUTIES AND RESPONSIBILITIES (Technical services) (State the duties and responsible services)	for hnical Competencies) sibilities here:)	2
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21g. Technical Control of Percentage of Working Time 85%	Provides support and technical services DUTIES AND RESPONSIBILITIES (Technical services) (State the duties and responsibility) 1. Teaches assigned subjects and performed functions, among others, the folial prepares and revised teaching mater department head b. Prepares and gives examinations (mingle consumers) c. Checks test papers and returns to state examination d. Submits grade sheets within prescribe through the department e. Turns over class records to department weeks after final examination f. Makes himself available for consultate during scheduled consultation hours 2. Performs research and/or extension the following: a. Prepares research/extension proposes b. Implements duly approved research/extension outputs frame c. Prepares and prepares reports within d. Presents research/extension outputs of legitimate professional organizations e. Submits output for possible publications	for hnical Competencies) sibilities here:) orms other teaching llowing: itals/guides and submit to ad/final/long/quizzes) adents one week after ed period to the Registrar ent heads within two ion by his/her students functions, among others als extension projects within the prescribed period during conferences/fora	Competency Level 2
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I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply

LEMUEL S. PRECIADOS Employee's Name, Date and Signature

MA. SALOME B. BULAYOG

Supervisor's Name, Date and Signature