Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1 (Revised Version No. 1, s. 2017)		POSITION TITLE (as approved by authorized agency) with parenthetical title  Asst. Prof. IV	
AP4-74-2025		18	
4. FOR LOCAL GOVER	NMENT POSITION, ENUMERAT	E GOVERNMENTAL UNIT AND CL	ASS
Province City Municipal	ity 2	lst Class 2nd Class 3rd Class 4th Class	5th Class 6th Class Special
5. DEPARTMENT, COR LOCAL GOVERNME	PORATION OR AGENCY/ NT	6. BUREAU OR OFFICE	
VISAYAS S	STATE UNIVERSITY	Department of Plant Breeding and Genetics	
7. DEPARTMENT / BRA	NCH / DIVISION	8. WORKSTATION / PLACE OF WORK	
Department of Plant Breeding and Genetics		VSU, BAYBAY CITY, LEYTE	
9. PRESENT APPROP	10. PREVIOUS APPROP ACT	11. SALARY AUTHORIZED	12. OTHER COMPENSATION
N/A	N/A	46,725.00	ACA/PERA P2,000.00
13. POSITION TITLE OF	IMMEDIATE SUPERVISOR	14. POSITION TITLE OF NEXT	HIGHER SUPERVISOR
Head, DPBG		Dean, College of Agriculture and Food Science	
15. POSITION TITLE, A	ND ITEM OF THOSE DIRECTLY		
POS	(if more than seven (7) lis SITION TITLE	st only by their item numbers and title	es) NUMBER
		ULARLY IN PERFORMANCE OF W	
С	omputer, printer, laptop, projector	r, laboratory and field equipment for	teneugh the view
17. CONTACTS / CLIEN 17a. Internal	Occasional Frequent	17b. External	Occasional Frequent
Executive /	J Trequent	General Public	Cocasional Frequent
Supervisors		Other Agencies	
Non-Supervisors	✓ ✓	Others (Please Specify):	admin offices
Staff	<b>V</b>	no nesastra d'insident bavascon del	aga san yarat di
18. WORKING CONDIT			
Office Work Field Work		Other/s (Please Specify)	
rielu VVOIK			
19. BRIEF DESCRIPTIO	N OF THE GENERAL FUNCTIO	N OF THE UNIT OR SECTION	
To conduct instructio	n, research and extension in plan	nt breeding, genetics and related field	ds.
20. BRIEF DESCRIPTIO	N OF THE GENERAL FUNCTIO	N OF THE POSITION (Job Summa	ary)
	t Terito tiris edin	uction, research and extension	a. Padomir ilm Jupin Argunia
21. QUALIFICATION ST			
21a. Education Relevant Masteral	21b. Experience	21c. Training	21d. Eligibility
degree	2 YEARS OF RELEVANT EXPERIENCE	8 HOURS OF RELEVANT TRAINING	NONE REQUIRED except for courses with board exam wherein RA1080 is required

21e. Core Compete	encies	Competency Level
1. Exemplifying Integrity and F		
ethical as well as moral princip	2	
Delivering Service Excellen satisfaction	2	
3. Communication Savy - Effe	2	
Interpersonal relationship r clients, and work well in a tear	2	
5. Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking,		2
behaviour and style appropria	2	
Gender-responsive manage related problems	ement - Promotes gender equality and women empowerment to address gender-	1
21f. Functional Con	Competency Level	
Facilitating Learner Centered     learning delivery modes to enl	2	
2. Innovative Learning Strateg based course syllabi to adapt	2	
	erials Development - Designs and creates learning lessons, teaching-learning	2
as innovative instructional Mat experiences that utilize innova	2	
4. Filipino Values Restoration-	Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature.	2
5. Publication Writing - Develo	ops and produces scientific article for peer-reviewed journals by utilizing research	2
21g. Technical Con	petencies	Competency Level
Provides supp	port and technical services for Department faculty and staff.	2
22. STATEMENT OF DI	UTIES AND RESPONSIBILITIES (Technical Competencies)	Competency Level
Percentage of Working	(State the duties and responsibilities here:)	
Time	4. Too be a continued as bis step and a seferment of the step abis a solution	
	Teaches assigned subjects and performs other teaching related functions, among others, the following:	
	a. Prepares and revised teaching materials/guides and submit to	
	department head	
	b. Prepares and gives examinations (mid/final/long/quizzes)	
	c. Checks test papers and returns to students one week after	
222/	lexamination	
80%	d. Submits grade sheets within prescribed period to the Registrar through the department	2
	e. Turns over class records to department heads within two weeks	
	after final examination  f. Makes himself available for consultation by his/her students during	
The said of	scheduled consultation hours	
	2. Performs research and/or extension functions, among others the	
	following:	
	a. Prepares research/extension proposals	
	b. Implements duly approved research/extension projects within time	
10%	frame	2
1070	c. Prepares reports within the prescribed period	-
	d. Presents research/extension outputs during conferences/fora of	
	legitimate professional organizations	
	e. Submits output for possible publication/patenting	
5%	3. Performs administrative functions (if applicable)	2
	4. Performs other functions, among others:	
	a. Performs functions relative to committee memberships and other ad	
	hoc assignments including related to quality assurance and other	
5%	accreditation functions	2
7 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President	
	4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	

## 23. ACKNOWLEDGMENT AND ACCEPTANCE:

I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply with the performance and behavior/conduct expectations contained herein.

JERRY B. SANGUILLOSA

Details of the same of the same

Employee's Name, Date and Signature

JEDI JOY B. MAHILUM

09/04/1/023

Supervisor's Name, Date and Signature