

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1-

(POSITION DESCRIPTION FORM)

: 1. NAME OF EMPLOYEE

: BESTIL LOLITO CASANE

: (FAMILY NAME) (GIVEN NAME) (MIDDLE NAME)

2. DEPARTMENT, CORPORATION OR AGENCY/

: 3. BUREAU OR OFFICE

LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

: 5. WORK STATION/PLACE OF WORK

DASVM

Baybay, Leyte

6a. PRES. APPROP.

: 6b. PREV. APPROP.

: 7a. SALARY P.A.

: 7b. OTHER COMPEN-

ACT/ RA 6831

:

ACT/

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P53,016.00

: SATION

BOARD RES./

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BOARD RES./

:

AUTHORIZED

: PERA, Honorarium

ORD. NO.

:

ORD. NO.

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ACTUAL

:

ITEM NO. 110-8

:

ITEM NO.

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:

8. OFFICIAL DESIGNATION OF POSITION

: 9. WORKING OR PROPOSED TITLE

Assistant Professor I

Assistant Professor I

10. WAPCO CLASSIFICATION OF THIS POSITION

: 11. OCCUPATIONAL GROUP TITLE

(leave blank)

12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENT 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: 30% 1. Teaches animal production courses both in the undergraduate and graduate levels.

Working

:

Time

:

: 30% 2. Formulates and conducts researches, both basic and applied, relevant to the problems of the livestock sector.

:

: 15% 3. Extends services as subject matter specialist to farmers and agency workers; both private and government.

:

: 15% 4. Provides technical assistance to government programs relative to the improvement of livestock industry.

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: 10% 5. Performs other duties that may be assigned by the Department Head or the Director of Instruction.

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

Department Head

Director of Instruction

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

Laborers and Research Assistants

17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.

Laboratory and Farm Equipment

18. CONTACTS : 19. WORKING CONDITIONS

	Occasional	Frequent	
General Public	: X :	:	Normal Working Condition: : X :
Other Agencies	: X :	:	Field Work : : X :
Supervisors	:	: X :	Field Trips : : X :
Management	:	: X :	Exposed to varied Weather: : X :
Others (Specify):	:	:	Others (Specify) : : X :

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

November 12, 1991

Date

Signature of Employee

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

To provide instruction, research and extension services.

22. Describe briefly the general function of the position.

To provide instruction in animal science courses; formulate research proposals and perform extension services.

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: MS degree or equivalent with specific area of specialization plus
Experience: other requirements per QS of the College

23b. Licenses or certificates required to do this work, if any.

None

24. I hereby certify that the above answers are accurate and complete.

Date

OSCAR B. ROSAS - Dept. Head
Signature and Title of Immediate Supervisor

25. APPROVED:

Date

M. R. VILLANUEVA
Head of Agency