

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE:

4. DEPT./BRANCH/DIVISION
DPP, VISCA

1. NAME OF EMPLOYEE

LIM JESUSITO L.
(Family Name) (Given Name) (Middle Name)

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

6a. PRES. APPROP.

ACT/RA 6831

BOARD RES/

ORD. NO. 105-2

ITEM NO.

6b. PREV. APPROP.

ACT/

BOARD RES/

ORD. NO.

ITEM NO.

7a. SALARY P.A.

AUTHORIZED

ACTUAL

774,388.00

7b. OTHER COMPEN-

SATION

8. OFFICIAL DESIGNATION OF POSITION

Assoc. Professor I

9. WORKING PROPOSED TITLE

Assoc. Professor I

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: DUTIES ---

Working

Time

80%

1. Teaches laboratory classes in Biology, lecture and laboratory of Micro 22 and Micro 001.

15%

2. Conducts researches in microbiology and related discipline.

5%

3. Acts as a subject matter specialist of the DPP's Plant Pest Clinic, conducts seminars in barrios.

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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).

None

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

Microscope, autoclave, incubator, references, etc.

18. CONTACT

Occasional

Frequent

19. WORKING CONDITION

General Public

: X :

: :

Normal Working Condition

: X :

Other Agencies

: X :

: :

Field Work

: :

Supervisors

: :

: X :

Field Trips

: :

Management

: :

: X :

Exposed to varied Weather

: :

Others (Specify)

: :

: :

Others (Specify)

: :

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

December 4, 1991

Date

JESUSITO L. LIM

Signature of Employee

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

To provide instruction, research & extension service in Plant Protection.

22. Describe briefly the general function of the position.

To provide instruction in Plant Protection, Microbiology and Biology courses.

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: Ph.D degree 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.

December 7, 1991

Date

RUBEN M. GAPASIN ¹² Dept. Head

Signature and Title of Immediate Supervisor

25. APPROVED:

Date

M. R. VILLANUEVA

Head of Agency

Promotion ncc33 1-1-91