REI	PUBLIC OF THE PHILIPPINES	1. NAME OF EMPLOYEE
erut feetra BC-CSC Fem No. 1		BENITEZ MARILOU MANTE
	(Position Description Form)	(Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, C	CORPORATION OR AGENCY/	3. BUREAU OR OFFICE
LOCAL GOVERN		Leyte State University
and the last state of the state	LEYTE STATE UNIVERSITY	200 000 0000 00000
4. DEPT./BRANCH/DIVISION  Horticulture is a fine beedgeve or		5. WORK STATION/PLACE OF WORK
		net mon and Horticulture
Ga. PRES. APPRO.		I7a. SALARY P.A.:
ACT/	The manual control of ACT/	MS-1002 - Viscolativo
BOARD RES/	BOARD RES/	7b. OTHER COMPENSATION: PERA/ACA
ORD NO.	ITEM NO.	P12,000.00/annum
8. OFFICIAL DESIG	NATION OF POSITION	9. WORKING PROPOSED TITLE
	ructor	Instructor
	SIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE
Tnat	ructor	(leave blank)
	VERNMENT POSITION, CHECK GOVERNMEN	TAL UNIT AND UNIT'S CLASS
MUNICIPAL		TY[] PROVINCE[]
	1st 2nd 3	3rd 4th 5th 6th
13 STATEMENT C	OF DUTIES AND RESPONSIBILITIES. If more s	
attach addition		Teaching Extension and research wo
Percent of :		marita di la goranti labita en giani estado
Working Time:	DUTIES	ntocides and the in-
		Peaching horticulture subjects
80%	Teaching will be beautiful and a support	
	Teaches Hort 22: Hort 141	The property of the transfer of the post of the property of th
	- State of the sta	And the or the substant and disbute minit and disputations
	MS degree + other requerements per QS of the College.	
10%	Extension	
	Do extension work for the HELP	Program of DOH
10%	Others	
	Do other routine works that ma	aybe assigned by the Dept. Head.
	ANDONIO I. ACTO, JA	
	A CONTRACT OF THE PARTY OF THE	

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N.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR	15. POSITION TITLE OF NEXT HIGHER
	SUPERVISOR
Department Head/Professor	Dean College of Agriculture
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY only by their item nose and titles) and none	LY SUPERVISE (if more than (7) list
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in p	performance of work.
blackboard, chalk, ballpens, computer, ov	
Occasional Frequent  General Public [x] [] Other Agencies [] Supervisors [] [x] Management [] Others (Specify) [] x [s]tudents	19. WORKING CONDITION  Normal Working Condition  Field work  Field Trips  Exposed to Varied Weather  Other's (Specify)
29.95 Care Care Care Care Care Care Care Care	2 waterwise.
20. I CERTIFY that the above answers are accurate and comple	ete. Inba
Rolphy 11 2008	MARILOU M. BENITEZ
October 11, 2mg	Signature of Employee
21. Describe briefly the general function of the Unit or Section.	
Teaching, Extension and research work	on Horticultural crops
22. Describe briefly the general function of the position.	
Teaching horticulture subjects	
23.a Indicate the required qualifications by years and kind of edvacancy for this position. (Keep the position in mind rather incumbent. This item should be filled for all positions other Education: MS degree + other requesements per Experience: none required	r than the qualifications of the present or than teaching).
Expellence. 1010 104-101	Had no has accused by
23b. Licenses or certificates required to do this work, if any.  none required	10% Ovners
24. I HEREBY CERTIFY that the above answers are accurate	and complete.
Oct - 24, 2005	ANTONIO L. ACEDO, JR.
Date	Signature and Title of Immediate
	Supervisor
25. APPROVED  Date	PACIENCIA P. MILAN 99  Head of Agency