

(POSITION DESCRIPTION FORM)

Forestry

Baybay, Leyte

(MIDDLE NAME)

ITEM NO.

ITEM NO. 7-109

P15,264.00 p.a.

cola

Instructor

Instructor

(leave blank)

PROVINCE :

1st	2nd	3rd	4th	5th	6th
:	:	:	:	:	:

Time

80%

15%

5%

1. Teaches Forestry courses.

2. Conducts researches funded by PCARRD and other funding agencies.

3. Performs other functions which may be assigned by the Department Head.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
Head, Dept. of Forestry 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.
Calculator, typewriter, and other teaching aids.

18. CONTACTS	Occasional	Frequent	19. WORKING CONDITION
General Public	: X :	: :	Normal Working Condition
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.

10-3-83
Date

Eduardo O. Mangaoang
Signature of Employee

21. Describe briefly the general function of the Unit or Section.
To provide instruction , research and extension services in the field of Forestry.

22. Describe briefly the general function of the position.
To provide instruction in Forestry 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: BS degree with specific area of specialization plus other requirements
Experience: 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.

10-3-83 Romeo S. Raros
Date Signature and Title of Immediate Supervisor
Head, Dept. of Forestry

25. APPROVED:

10-14-83 F. A. Bernardo
Date Head of Agency