	Republic of the Philippines		POSITION TITLE (as approved by authorized agency) with parenthetical title		
POSITION DESCRIPTION FORM DBM-CSC Form No. 1 (Revised Version No. 1 , s. 2017)		Instructor I			
2. ITEM NUMBER			3. SALARY GRADE		
	The second		Sala	ry Grade 12	
4. FOR LOCAL GOVER	NMENT POSITION, EN	UMERATE	GOVERNMENTAL UNIT AND CL	ASS	
☐ Province		☐ 1st	Class	☐ 5th Class	
☑ City ☐ Municipal	lity	☐ 2nd		☐ 6th Class ☐ Special	
		4th		— оресни	
5. DEPARTMENT, COR LOCAL GOVERNME		CYI	6. BUREAU OR OFFICE		
VISAYAS	STATE UNIVERSITY		COLLEGE OF AGRICU	JLTURE AND FOOD SCIENCE	
7. DEPARTMENT / BRA	NCH / DIVISION		8. WORKSTATION / PLACE OF	WORK	
Departi	ment of Agronomy		VSU, BAY	BAY CITY, LEYTE	
9. PRESENT APPROP	10. PREVIOUS APPRO	PACT	11. SALARY AUTHORIZED	12. OTHER COMPENSATION	
			The state of the s	ACA/PERA P2,000.00	
13. POSITION TITLE OF	FIMMEDIATE SUPERV	ISOR	14. POSITION TITLE OF NEXT I	HIGHER SUPERVISOR	
	Head, DA	1,5 11	Dean, College of A	griculture and Food Science	
15. POSITION TITLE, A			SUPERVISED list only by their item numbers and	titles)	
PO	SITION TITLE	il seveli (1)		M NUMBER	
16. MACHINE, EQUIPM	ENT, TOOLS, ETC., US	SED REGU	LARLY IN PERFORMANCE OF W	ORK	
1	Com	puter, printe	er, laptop, projector, lab equipment		
17. CONTACTS / CLIEN 17a. Internal	TS / STAKEHOLDERS Occasional		1914 EPH-11		
Executive / Managerial		Frequent	General Public	Occasional Frequent	
Supervisors			Other Agencies		
Non-Supervisors Staff	V	V	Others (Please Specify):	admin offices	
18. WORKING CONDIT					
Office Work Field Work			Other/s (Please Specify)		
19. BRIEF DESCRIPTIO	ON OF THE GENERAL	FUNCTION	OF THE UNIT OR SECTION		
	on, research and extension				
	ON OF THE GENERAL on, research and extensi		OF THE POSITION (Job Summar	у)	
21. QUALIFICATION ST	ANDARDS				
21a. Education Relevant Masteral	21b. Experie		21c. Training	21d. Eligibility	
degree	NONE REQUI	KED	NONE REQUIRED	NONE REQUIRED	
21e. Core Compete		- hi-h-h-d	de ef en fereive de la	Competency Level	
ethical as well as moral princip	les, values, and standards of	public office	ds of professional behaviour, adhering to	2	
satisfaction			dards of service delivery for customer	2	
Communication Savy - Effect Interpersonal relationship m			on facts or information; I interacts with colleagues, customers and	2	
clients, and work well in a team	n to achieve results		ations and adapts one's thinking, behaviour	2	
and style appropriately in deali		oopic and situ	ations and adapts one's unitking, benevious	2	
problems	ment - Promotes gender eq		nen empowerment to address gender-relate	d 1	
21f. Functional Con 1. Facilitating Learner Centered		uality and won			
delivery modes to enhance lea	mpetencies d Environment Applies theoric		logies to facilitate various teaching-learning	Competency Level 2	
delivery modes to enhance lea	mpetencies d Environment Applies theori rning. ies - Adopts principles and de	es and psycho	logies to facilitate various teaching-learning ng strategies by designing outcomes-based		
delivery modes to enhance lea 2. Innovative Learning Strategi course syllabi to adapt to the cl	mpetencies d Environment Applies theori rning. ies - Adopts principles and de hanging educational landscap erials Development - Designs	es and psycho evelops teachin ne. and creates le	ng strategies by designing outcomes-based earning lessons, teaching-learning	2	

	Competency Level		
Provides sup	2		
STATEMENT OF D	JTIES AND RESPONSIBILITIES (Technical Competencies)	Competency Level	
rcentage of Working Time	(State the duties and responsibilities here:)		
80%	Teaches assigned subjects and performs other teaching related functions, among others, the following: 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 examination	2	
	d. Submits grade sheets within prescribed period to the Registrar through the department		
	Performs research and/or extension functions, among others the following: Prepares research/extension proposals		
	b. Implements duly approved research/extension projects within time		
10%	frame c. Prepares and 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	2	
5%	Performs administrative functions (if applicable)	2	
5%	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		
	accreditation functions b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President	2	

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.

MA. GWENETH M. ABIT U/2 Employee's Name, Date and Signature

11/23/20

ULYSSES A. CAGASAN

Supervisor's Name, Date and Signature