2. DEPARTMENT CORPORATION OR AGENCY LOCAL GOVERNMENT Viscayas State University 4. DEPT./BRANCH/DIVISION Dept. of Plant Breeding & Genetics 5. WORK STATION/PLACE OF WORK Visca, Baybay City, Leyte 6a. PRES. APPROMOBIA 6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ORD. NO. TIEM NO. 8. OFFICIAL DESIGNATION OF POSITION 10. WAPCO CLASSIFICATION OF THIS POSITION 11. OCCUPATION GROUP TITLE 10. WAPCO CLASSIFICATION OF THIS POSITION 11. OCCUPATION GROUP TITLE 12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENT UNIT AND UNIT'S CLASS MUNICIPALITY 15T 18 TATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets. Percent of Working Time 19 Prepares teaching materials/guides and submit to department head. b) Conducts examination (mid/final/long hours/quizzes). c) Checks test papers and return I week after exam. d) Submits grade sheet and turn over class records to department head two weeks after final examinations.		UBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)	1. NAME OF EMPLOYEE GARRIDO, ROMMEL JR. MADREDIJO (family Name) (Given Name) (Middle Name)
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14. POSITION TITLE OF IMMEDIATE SUPERVISOR		15. POSITION TITLE OF NEXT HIGHER SUPERVISOR	
Department Head		BC-CSC Form No. 1	
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their item nos and titles	NOS. OF THOSE YOU.	DIRECTLY SUPERVISE (if more than 7, list only by	-
then hem nos. and titles)	3. BUREAL or Off	DEP ARTMENT CORPORATION OR AGENCY	
		LOCAL GOVERNMENT	1
17. MACHINES, EQUIPMENT,	TOOLS, etc. used reg	ularly in performance of work: 12 envise!	
Computer, screen, project	tor, snowboard and sn	owboard pen, ballpen	
APLACE OF WORK	VILLE AND IL	Dani of Dioni Receiler & Cenetics	.+-
18. CONTACT	100614	19. WORKING CONDITION	
Occasiona	The state of the s		
General Public 🗴	73. S.A. QRY P.A.	Normal Working Condition	
Other Agencies		Field Work	
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Others (Specify)		Others (Specify)	
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20. I CERTIFY that the above an	swers are accurate and	complete.	
May 20 sol		MAL	
May 20, 2014 Date	H. OCCLPATION	Signature of Employee	10
21. Describe briefly the general f	inction of the Unit or	Section Signature of Employee	-
		it breeding and genetics.*	
rasearony mod determ	and extension in plan	t breeding and genetics.	
22. Describe briefly the general fi	unction of the position	OR LOCAL GOVERNAUNT POSITION, CHECK	12.
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23a. Indicate the required qualifi	cations by years and le	ad of advantion and it is GIII	
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item should be filled for all	auton in mind rather the	an the qualifications of the present incumbent. This	100
item should be filled for all	positions other than tea	acning.)	
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Experience:		following:	
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23b. Licenses or certificates requ	fired to do this work, if	b) Conducts examination (mid final	
Agriculture Licensure		c) Checks test papers and return 1 n	
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June 15,2016		DILBERTO O. FERRAREN	
June 15,204 Date	and it		
APPROVED:	the Department Head	Signature and Title of Immediate Supervisor	
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		cay he	
Date		EDGARDO E. TULIN	
Dute		Head of Agency	