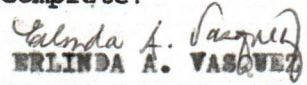
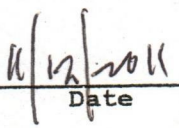
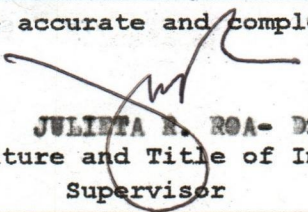
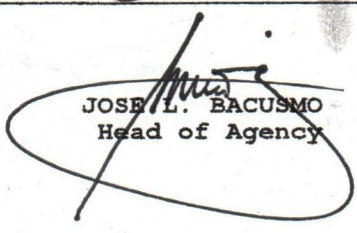


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE <b>VASQUEZ</b> <b>ERLINDA</b> <b>A.</b> (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University, Baybay City, Leyte		3. BUREAU OR OFFICE	
4. DEPT./BRANCH/DIVISION <b>PhilReetcrops</b>		5. WORK STATION/PLACE OF WORK	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.		7a. SALARY P.A.: 697,584.00 7b. OTHER COMPENSATION: P 24,000.00	
6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO. PROF5-4-2011			
8. OFFICIAL DESIGNATION OF POSITION <b>PROFESSOR V</b>		9. WORKING PROPOSED TITLE	
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 attached additional sheets.			
Percent of : Working Time:			
D U T I E S 70% 1. To conduct approved researches on the management of pests of reetcrops. 10% 2. To teach at least 1 course in entomology and related field per semester and act as adviser for undergraduate and graduate thesis students. 10% 3. To perform other tasks that may be assigned to her by the Center Director. 5% 4. To prepare research proposals for submission to national and international funding agencies. 5% 5. To prepare research progress and terminal reports of the researches conducted.			



14. POSITION TITLE OF IMMEDIATE SUPERVISOR  <div style="text-align: center;">Director</div>	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR  <div style="text-align: center;">College Dean</div>																												
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)																													
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. <div style="text-align: center;">computer, printer, books, etc.</div>																													
18. CONTRACT  <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 30%; text-align: center; border-bottom: 1px solid black;">Occasional</th> <th style="width: 30%; text-align: center; border-bottom: 1px solid black;">Frequent</th> </tr> </thead> <tbody> <tr> <td>General Public</td> <td style="text-align: center;">[ X ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Other (Specify)</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> </tbody> </table>		Occasional	Frequent	General Public	[ X ]	[ ]	Other Agencies	[ ]	[ ]	Supervisors	[ ]	[ ]	Management	[ ]	[ ]	Other (Specify)	[ ]	[ ]	19. WORKING CONDITION  <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Normal Working Condition</td> <td style="text-align: right;">[ X ]</td> </tr> <tr> <td>Field Work</td> <td style="text-align: right;">[ ]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: right;">[ ]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: right;">[ ]</td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: right;">[ ]</td> </tr> </tbody> </table>	Normal Working Condition	[ X ]	Field Work	[ ]	Field Trips	[ ]	Exposed to Varied Weather	[ ]	Others (Specify)	[ ]
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20. I CERTIFY that the above answers are accurate and complete.  <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Date</div> </div> <div style="width: 50%; text-align: right;"> <div style="text-align: center;">   <b>ERLINDA A. VASQUEZ</b>            Signature of Employee         </div> </div> </div>																													
21. Describe briefly the general function of the Unit or Section.  <div style="text-align: center;">To provide instruction, research &amp; extension services</div>																													
22. Describe briefly the general function of the position.  <div style="text-align: center;">Instruction</div>																													
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).  <div style="text-align: center;">           Education: Relevant doctoral degree             Experience: 5 years of relevant experience         </div>																													
23b. Licenses or certificates required to do this work, if any.																													
24. I HEREBY CERTIFY that the above answers are accurate and complete.  <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> <div style="text-align: center;">   <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Date</div> </div> </div> <div style="width: 50%; text-align: right;"> <div style="text-align: center;">   <b>JULIETA R. ROA- Director</b>            Signature and Title of Immediate Supervisor         </div> </div> </div>																													
25. APPROVED:  <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> <div style="text-align: center;">Date</div> </div> <div style="width: 50%; text-align: right;"> <div style="text-align: center;">   <b>JOSE L. BACUSMO</b>            Head of Agency         </div> </div> </div>																													