

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

DASVM

6a. PRES. APPROP.

ACT/BP Blg. 879

BOARD RES./

ORD. NO.

ITEM NO. 6-119

6b. PREV. APPROP.

ACT/BP Blg. 866

BOARD RES./

ORD. NO.

ITEM NO. 6-119

8. OFFICIAL DESIGNATION OF POSITION

Instructor

10. WAPCO CLASSIFICATION OF THIS POSITION

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 attach additional sheets.

Percent of: DUTIES

Working

Time

80%

1. Teaches Animal Health courses.

15%

2. Incharge of the cattle project.

5%

3. Performs extension services and other functions which
may be assigned by the Dept. Head.

39
VIRGO
FILE

14. POSITION TITLE OF IMMEDIATE SUPERVISOR : 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Department Head

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.

Veterinary equipment and supplies

18. CONTACTS

19. WORKING CONDITION

Occasional

Frequent

General Public	: x :	:
Other Agencies	: x :	:
Supervisors	:	: x :
Management	:	: x :
Others (Specify)	:	:

Normal Working Condition : x :

Field Work : :

Field Trips : :

Exposed to varied Weather : :

Others (Specify) : :

20. I CERTIFY that the above answers are accurate and complete.

1/7/87
Date

EUGENE B. LAÑADA

Signature of Employee

21. Describe briefly the general function of the Unit or Section.

To provide instruction, research and extension services

22. Describe briefly the general function of the position.

To provide instruction in Animal Health courses; performs extension services.

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

Experience: plus other requirements per. QS of the College.

23b. Licenses or certificates required to do this work, if any.

None required

24. I hereby certify that the above answers are accurate and complete.

1/7/87
Date

OSCAR B. POSAS - Dept. Head

Signature and Title of Immediate Supervisor

25. APPROVED:

1/7/87
Date

M. R. VILLANUEVA

Head of Agency