

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

Dept. of Animal Science & Veterinary Medicine

1. NAME OF EMPLOYEE

LANADA

(FAMILY NAME)

EUGENIE

(GIVEN NAME)

BATICADOS

(MIDDLE NAME)

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

6a. PRES. APPROP.

ACT/ BP Blg. 131

BOARD RES./

ORD. NO.

ITEM NO. 7-107

6b. PREV. APPROP.

ACT/ BP Blg. 80

BOARD RES./

ORD. NO.

ITEM NO. 26-12

7a. SALARY P.A.

AUTHORIZED P15,264.00

ACTUAL P15,264.00

7b. OTHER COMPENSATION

c l a

8. OFFICIAL DESIGNATION OF POSITION

Instructor

9. WORKING OR PROPOSED TITLE

Instructor

10. WAPCO CLASSIFICATION OF THIS POSITION

11. OCCUPATIONAL 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 attach additional sheets.

Percent of : DUTIES

Working
Time

40%

Teaches Animal Health subjects

20%

In-charge of the Rabbit and Laboratory animal project.

20%

Performs extension services.

20%

Assists in disease prevention and control measures for the

DASVM animal project.



14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Head, Dept. of Animal Science & Vet. Med.

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

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.

18. CONTACTS

Occasional

Frequent

General Public

: * X :

: : :

Other Agencies

: X :

: : :

Supervisors

: : :

: X :

Management students

: : :

: Y :

Others (Specify)

: : :

: : :

19. WORKING CONDITION

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.

May 27, 1983

Date

Eugene B. Lanada

EUGENE B. LANADA

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 Animal Science and Veterinary Medicine.

22. Describe briefly the general function of the position.

To provide instruction in Veterinary Pathology, Physiology and Medicine.

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.

5/27/83

Date

BERNABE E. COCJIN, Head, Dept. of Animal

Signature and Title of Immediate

Supervisor

Science & Vet.
Medicine

25. APPROVED:

5.31.83

Date

F. A. BERNARDO

Head of Agency