

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE <b>BESTIL      LOLITO      C.</b> (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT  Visayas State College of Agriculture		3. BUREAU OR OFFICE	
4. DEPT./BRANCH/DIVISION DASVM		5. WORK STATION/PLACE OF WORK	
6a. PRES. APPRC. ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A.:  7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Assoc. Prof.		9. WORKING PROPOSED TITLE	
10. WAPCO CLASSIFICATION OF THIS POSITION Assoc. Prof.		11. OCCUPATION GROUP TITLE (leave blank)	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [ ]      CITY [ ]      PROVINCE [ ]  <div style="display: flex; justify-content: space-around;"> <span>1st [ ]</span> <span>2nd [ ]</span> <span>3rd [ ]</span> <span>4th [ ]</span> <span>5th [ ]</span> <span>6th [ ]</span> </div>			
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			
40%	:	1. Teaches animal science courses both in the undergraduate and graduate levels.	
20%	:	2. Formulates, reviews, or conducts researches, both basic and applied, relevant to the problems of the livestock sector in the Visayas.	
15%	:	3. Extends services as subject matter specialist to farmers and agency workets, both in the private and government.	
15%	:	4. Assists the department in the development of instructional and research facilities, and provides technical assistance to government programs designed to improve the livestock industry.	
10%	:	5. Performs other duties that may be assigned by the Department Head, the Director of Instruction, or the Agency Head.	
100%	:		



Bestil, LC

14. POSITION TITLE OF IMMEDIATE SUPERVISOR Department Head	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR Dir. 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)																													
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. Computer, projectors, laboratory equipment and animal specimens.																													
18. CONTRACT <table border="0"><thead><tr><th></th><th>Occasional</th><th>Frequent</th></tr></thead><tbody><tr><td>General Public</td><td>[ ]</td><td>[ ]</td></tr><tr><td>Other Agencies</td><td>[X]</td><td>[ ]</td></tr><tr><td>Supervisors</td><td>[ ]</td><td>[X]</td></tr><tr><td>Management</td><td>[ ]</td><td>[ ]</td></tr><tr><td>Other (Specify)</td><td>[ ]</td><td>[ ]</td></tr></tbody></table>		Occasional	Frequent	General Public	[ ]	[ ]	Other Agencies	[X]	[ ]	Supervisors	[ ]	[X]	Management	[ ]	[ ]	Other (Specify)	[ ]	[ ]	19. WORKING CONDITION <table border="0"><tbody><tr><td>Normal Working Condition</td><td>[ ]</td></tr><tr><td>Field Work</td><td>[X]</td></tr><tr><td>Field Trips</td><td>[X]</td></tr><tr><td>Exposed to Varied Weather</td><td>[X]</td></tr><tr><td>Others (Specify)</td><td>[ ]</td></tr></tbody></table>	Normal Working Condition	[ ]	Field Work	[X]	Field Trips	[X]	Exposed to Varied Weather	[X]	Others (Specify)	[ ]
	Occasional	Frequent																											
General Public	[ ]	[ ]																											
Other Agencies	[X]	[ ]																											
Supervisors	[ ]	[X]																											
Management	[ ]	[ ]																											
Other (Specify)	[ ]	[ ]																											
Normal Working Condition	[ ]																												
Field Work	[X]																												
Field Trips	[X]																												
Exposed to Varied Weather	[X]																												
Others (Specify)	[ ]																												
20. I CERTIFY that the above answers are accurate and complete.  Oct. 30, 1997 Date  Signature of Employee																													
21. Describe briefly the general function of the Unit or Section.  Animal Science and Production																													
22. Describe briefly the general function of the position.  Instruction, Research and Extension																													
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: Relevant masteral degree  Experience: 3 yrs relevant experience; 16 hrs relevant training																													
23b. Licenses or certificates required to do this work, if any.																													
24. I HEREBY CERTIFY that the above answers are accurate and complete.  10/30/97 Date  Signature and Title of Immediate Supervisor SULPECIO C. BANTUGAN																													
25. APPROVED:  Date  Signature SAMUEL S. GO Head of Agency																													