

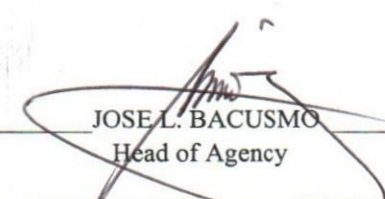


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE MORALES FLORENTINO JR. FERNANDEZ (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University		3. BUREAU OR OFFICE VISAYAS STATE UNIVERSITY	
4. DEPT./BRANCH/DIVISION DAE, VSU		5. WORK STATION/PLACE OF WORK VISAYAS STATE UNIVERSITY	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.		6b. PREV. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO. LS	
7a. SALARY P.A.: P 162,144.00		7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Instructor I		9. WORKING PROPOSED TITLE Instructor I	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE (leave blank)	
12. FOR LOCAL GOVERNMENT POSITION, CLER GOVERNMENT 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		DUTIES	
80% 20%		Teaches engineering courses. Does related works.	

14. POSITION TITLE OF IMMEDIATE SUPERVISOR <p style="text-align: center;"><u>Department Head</u></p>	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR <p style="text-align: center;"><u>College Dean</u></p>																												
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. <p style="text-align: center;">Books, chalk, eraser, handouts, calculator, computer etc.</p>																													
18. CONTRACT <table style="width: 100%; border: none;"> <tr> <td></td> <td style="text-align: center;">Occasional</td> <td style="text-align: center;">Equipment</td> </tr> <tr> <td>General Public</td> <td style="text-align: center;">[/]</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> </table>		Occasional	Equipment	General Public	[/]	[/]	Other Agencies	[/]	[/]	Supervisors	[/]	[/]	Management	[/]	[/]	Other (Specify)	[/]	[/]	19. WORKING CONDITION <table style="width: 100%; border: none;"> <tr> <td>Normal Working Condition</td> <td style="text-align: center;">[/]</td> </tr> <tr> <td>Field Work</td> <td style="text-align: center;">[/]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: center;">[/]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: center;">[/]</td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: center;">[/]</td> </tr> </table>	Normal Working Condition	[/]	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: 45%;"> <p style="text-align: center;"><u>06 NOV. 2008</u></p> <p style="text-align: center;">Date</p> </div> <div style="width: 45%; text-align: right;">  <p><u>FLORENTINO F. MORALES JR.</u></p> <p>Signature of Employee</p> </div> </div>																													
21. Describe briefly the general function of the Unit or Section <p style="text-align: center;">To conduct research, instruction and extension.</p>																													
22. Describe briefly the general function of the position. <p style="text-align: center;">To conduct research, instruction and extension.</p>																													
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 position) <p>Education: Bachelor of Science in Geodetic and Geomatics Engineering.</p> <p>Experience:</p>																													
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: 45%;"> <p style="text-align: center;"><u>14 November 2008</u></p> <p style="text-align: center;">Date</p> </div> <div style="width: 45%; text-align: right;">  <p><u>MANUEL E. CASANGCAPAN</u></p> <p>Signature and Title of Immediate Supervisor</p> </div> </div>																													
25. APPROVED: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p> </div> <div style="width: 45%; text-align: right;">  <p><u>JOSE L. BACUSMO</u></p> <p>Head of Agency</p> </div> </div>																													