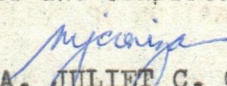




REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE CENEZA MA. JULIET CANETE (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OR OFFICE SUC	
4. DEPT./BRANCH/DIVISION Dept. of Plant Protection		5. WORK STATION/PLACE OF WORK Baybay, Leyte	
6a. PRES. APPRC. ACT/ BOARD RES/ ORD. NO. ITEM NO. NOVISCAB APRO4-3	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A.: P143,580.00 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Associate Professor IV		9. WORKING PROPOSED TITLE Associate Professor IV	
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 : DUTIES			
75%	1. Teaches Entomology courses, Plant Protection, Biology and Zoology courses.		
15%	2. Conduct ecology-related researches on rice bug in Leyte and Samar; arthropod communities of dipterocarp tree species in Leyte and coastal resources inventory and assessment in Leyte.		
5%	3. Involved in extension activities as subject matter specialist in Plant Pest Clinic of DPP and as incharge of the DPP Biological Museum.		
5%	4. Perform other functions and duties as maybe assigned by the supervisor.		

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14. POSITION TITLE OF IMMEDIATE SUPERVISOR Department Head	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. visual aids, etc.																													
18. CONTRACT	19. WORKING CONDITION																												
<table border="0"> <tr> <td></td> <td>Occasional</td> <td>Frequent</td> </tr> <tr> <td>General Public</td> <td>[x]</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>[x]</td> </tr> <tr> <td>Other (Specify)</td> <td>[]</td> <td>[]</td> </tr> </table>		Occasional	Frequent	General Public	[x]	[]	Other Agencies	[x]	[]	Supervisors	[]	[x]	Management	[]	[x]	Other (Specify)	[]	[]	<table border="0"> <tr> <td>Normal Working Condition</td> <td>[x]</td> </tr> <tr> <td>Field work</td> <td>[]</td> </tr> <tr> <td>Field Trips</td> <td>[]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td>[]</td> </tr> <tr> <td>Others (Specify)</td> <td>[]</td> </tr> </table>	Normal Working Condition	[x]	Field work	[]	Field Trips	[]	Exposed to Varied Weather	[]	Others (Specify)	[]
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Field work	[]																												
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Exposed to Varied Weather	[]																												
Others (Specify)	[]																												
20. I CERTIFY that the above answers are accurate and complete. November 22, 1996 Date																													
 MA. JULIET C. CENIZA Signature of Employee																													
21. Describe briefly the general function of the Unit or Section. to provide instruction. research & extension services.																													
22. Describe briefly the general function of the position. To provide instruction in Entomology subjects.																													
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: Masteral degree in the area of specialization plus other requirements per QS of the College. Experience: 4 years relevant experience & 24 hours of relevant training.																													
23b. Licenses or certificates required to do this work, if any. none																													
24. I HEREBY CERTIFY that the above answers are accurate and complete. November 25, 1996 Date																													
 RODOLFO A. PANINGBATAN, Ph.D. Signature and Title of Immediate Supervisor																													
25. APPROVED: Date																													
 SAMUEL S. GO Head of Agency																													