Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1		1. POSITION TITLE (as approved by authorized agency) with parenthetical title Instructor I	
C	adapis one's thinking, behaviour	no enotablis has eigosq to VSALARY GR	ADE: 23 - poletobA agredo d
4. FOR LOCAL GOVE	RNMENT POSITION, ENU	MERATE GOVERNMENTAL UNIT AN	D CLASS
Province	П16	at Class	5th Class
☑ City ☐ 2n		conent Applies medican and psycholes asalD bi	6th Class
☐ Municip	ality 🔲 3r	d Class	Special Special
2		h Class pridonal squiavab bus secondric sind	L. Innovative Learning Strategies - Art
5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT		6. BUREAU OR OFFICE	
State University & Colleges		u beweiven-seg of elogic Visayas State University - prillinW nationalidate	
7. DEPARTMENT / BRANCH / DIVISION		8. WORKSTATION / PLACE OF WORK	
			navenio 2 lactini est più alle
Department of Economics		VSU, Baybay City, Leyte	
9. PRESENT APPROP	10. PREVIOUS APPROP	11. SALARY AUTHORIZED	12. OTHER
N/A	N/A		COMPENSATION
	other teaching related	amoneg ban at P29,165.00 as serior	
13. POSITION TITLE OF SUPERVISOR	OF IMMEDIATE	14. POSITION TITLE OF NEXT HIG	HER SUPERVISOR
Hea	al/long/quizzes) 30d ,b	Dean, College of Management & Economics	
15. POSITION TITLE, A	AND ITEM OF THOSE DIRE		
N/A	从 经验的现在分词。	rench Draits grade sheets within prescribed p	
		in the department	through
		NUN MAThss records to department h	
16. MACHINE, EQUIPM	MENT, TOOLS, ETC., USE	D REGULARLY IN PERFORMANCE O	OF WORK
Compute	er, printer, laptop, project	or, calculator, ball pen, whiteboard,	whiteboard pen
	NTS / STAKEHOLDERS	a according to the according	
17a. Internal	Occasional Frequent	17b. External	Occasional Frequ
Executive/Managerial	sion or siects within time	General Public	aml d
Supervisors		Other Agencies	3C°6 ☑ frame
Non-Supervisors	V boned beding	Others: (Please specify)	
Staff	ng №nferences/for-of	Admin. Offices done are street	d. Pre-
18. WORKING CONDIT	TION	(A) 165K A) 164C 16经验期间,每日	
Office Work	ler Vig	Other/s: (Please Specify)	le. Sur
Field Work		onns adminic <mark>a</mark> \vertile	5% 🔲 2. Per
19. BRIEF DESCRIPTI	ON OF THE GENERAL FIL	NCTION OF THE UNIT OR SECTION	
2	There o bong educations villa	truction, research and extension	JUN UST 1AT
	head trigimiscan	AGI VA DSHDIZZE ZUDU.	
20. BRIEF DESCRIPTION	The state of the s	NCTION OF THE POSITION (Job Sur	
i i i i i i i i i i i i i i i i i i i	author of their particular particular	truction, research and extension	3 ACKNOWLEDGMENT AND I have received a copy oil
21. QUALIFICATION S			
21a. Education	21b. Experience	21c. Training	21d. Eligibility
Relevant Masteral	3 yrs.o f relevant	16 hrs. of relevant training	NONE REQUIRED
degree	experience	autsani2 bas	Employee's Name Date :

Delivering Service Excellen satisfaction Communication Savy - Effe Interpersonal relationship relationship.	Professionalism - demonstrates high standards of professional behaviour, adhering to noce - Complies with VSU's established standards of service delivery for customer sectively delivers messages that simply focus on facts or information:	2 Kendbled 2 POSITION D	
atisfaction . Communication Savy - Effe . Interpersonal relationship r	Language Committee Control of the Co	G MOD ROS	
. Communication Savy - Effe . Interpersonal relationship r	ctively delivers messages that simply focus on facts or information:	The state of the s	
. Interpersonal relationship r	cuvery delivers messages that simply focus on facts or information:	2	
	Communication Savy - Effectively delivers messages that simply focus on facts or information; Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and		
lients, and work well in a tear	RHEMUN 2 TI		
 Change Adaptation - Work nd style appropriately in deal 	s effectively with a variety of people and situations and adapts one's thinking, behaviour ling with change.	2	
. Gender-responsive manage elated problems	ement - Promotes gender equality and women empowerment to address gender-	1	
21f. Functional Cor	mpetencies gas to tak to be	Competency Level	
	ed Environment Applies theories and psychologies to facilitate various teaching-learning	ए।। ए। 2	
elivery modes to enhance lea		gioranti L	
	gies - Adopts principles and develops teaching strategies by designing outcomes-based	2	
ourse syllabi to adapt to the o	ON THEMTENS O		
Innovative Instructional Mat	ma (coo 1 2)		
Filipino Values Restoration-	Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature.	2	
Publication Writing - Develo	ops and produces scientific article for peer-reviewed journals by utilizing research	evinU ofci 8 2	
utputs.	ASOME AN ASIA IS CHORATENISON 8 40 8 VIG 1 HO 22	PRITE PARTIAGED	
21g. Technical Con		Competency Level	
	Provides support and technical services for asimonosal to	nemine all 2	
2. STATEMENT OF D	UTIES AND RESPONSIBILITIES (Technical Competencies)	Competency Level	
Percentage of Working		Competency Level	
Time	I U.S.	5.0	
ACA PERA P2,000.0	Teaches assigned subjects and performs other teaching related	7117	
WEEKVISOR	functions, among others, the following:		
MOCIEMENT	Prepares and revised teaching materials/guides and submit to department head	UPERVISOR	
8 Есополись	b. Prepares and gives examinations (mid/final/long/quizzes)	Hea	
and the second of the second s	c. Checks test papers and returns to students one week after	S. POSITION TITLE	
60%	examination	2	
and the second s	d. Submits grade sheets within prescribed period to the Registrar through the department		
and the second s	e. Turns over class records to department heads within two weeks		
CONTRACTOR CONTRACTOR SERVICES CONTRACTOR CO	often final everyingtion	avis of a second	
	f. Makes himself available for consultation by his/her students during		
and bara		Comput	
The state of the s	2. Performs research and/or extension functions, among others the	CONTACTS / CLE	
Occasional Frequ	following:		
Occasional Frequ	a. Prepares research/extension proposals		
2004	b. Implements duly approved research/extension projects within time	Singer services	
30%	frame	2	
	c. Prepares and prepares reports within the prescribed period		
	d. Presents research/extension outputs during conferences/fora of		
	legitimate professional organizations	WORLDHOO CONDI	
again to the contract of the c	e. Submits output for possible publication/patenting	Office Work	
5%	3. Performs administrative functions (if applicable)	4c2V bleF	
-ratio-ray	4. Performs other functions, among others:		
and the second s	a. Performs functions relative to committee memberships and other	BRIEF DESCRIPTI	
5%	ad hoc assignments including related to quality assurance and other accreditation functions	2	
A CONTRACT OF THE PROPERTY OF	b. Performs other functions assigned by the department head,	METALONIC COMMENSATION OF THE PARTY OF THE P	
College Dean, Vice Presidents and the University President		BRIEFINESCRIFTI	
3. ACKNOWLEDGME	NT AND ACCEPTANCE:		
	opy of this position description. It has been discussed with me and I have	frooly chosen to	
	opy of this position description. It has been discussed with me and I have	r neely chosen to	
William Plainty	21c. Training Oliv and	- Marile L	
IAN DAVE F	B. CUSTODIO STUDIOS VELOS TO LES TO L	0 1901/13	

Employee's Name, Date and Signature

Supervisor's Name, Date and Signature