

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE <div style="text-align: center; margin-top: 10px;"> NORIEL EDIESER AVERION <small>(Family Name) (Given Name) (Middle Name)</small> </div>	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT <div style="text-align: center; margin-top: 10px;"> Visayas State College of Agriculture </div>		3. BUREAU OR OFFICE <div style="text-align: center; margin-top: 10px;"> ViSCA, Baybay, Leyte </div>	
4. DEPT./BRANCH/DIVISION <div style="text-align: center; margin-top: 10px;"> PhilRootcrops </div>		5. WORK STATION/PLACE OR WORK <div style="text-align: center; margin-top: 10px;"> Baybay, Leyte </div>	
6a. PRES. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY RA : <div style="text-align: center; margin-top: 10px;"> P55,380.26 for six months </div> 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION <div style="text-align: center; margin-top: 10px;"> Science Research Assistant </div>		9. WORKING PROPOSED TITLE	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE <div style="text-align: center;"> <small>(leave blank)</small> </div>	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS <div style="display: flex; justify-content: space-between;"> <div>MUNICIPALITY []</div> <div>CITY []</div> <div>PROVINCE []</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> 1ST 2ND 3RD 4TH 5TH 6TH </div>			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.			
Percent of Working Time	D U T I E S		
15%	To assist in the collection of yambean, arrowroot and other root crops;		
15%	To help in the establishment of germplasm of yambean, arrowroot and other root crops;		
60%	To help in the maintenance, evaluation, characterization of the genebank;		
9%	To help in making initial report of the project;		
1%	To do other duties assigned by the supervisor.		

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Professor

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Center Director

16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (If more than (7), list only by their item nos. and titles)

2 laborers

17. MACHINES, EQUIPMENT, TOLLS, etc. used regularly in performance of work.

office, laboratory and field equipments

18. CONTRACT

Occasional

Frequent

General Public

[]

[]

Other Agencies

[]

[]

Supervisors

[]

[]

Management

[]

[]

Others (Specify)

[]

[]

19. WORKING CONDITION

Normal Working Condition

[]

Field Work

[]

Field Trips

[]

Exposed to Varied Weather

[]

Others (Specify)

[]

20. I CERTIFY that the above answers are accurate and complete.

July 4, 2001
Date

Edieser A. Noriel
EDIESER A. NORIEL
Signature of Employees

21. Describe briefly the general function of the Unit or Section.

Varietal improvement

22. Describe briefly the general function of the position.

To assist in the research work.

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: **A BS with specific area of specialization plus other requirements per QS of the College.**

Experience: **none**

23b. Licenses or certificates required to do this work, if any.

none

24. I HEREBY CERTIFY that the above answers are accurate and complete.

Date

R. L. Sanico - Sr.
ROLINDA T. SANICO - Professor
Signature and Title of Immediate Supervisor

25. APPROVED:

Date

Paciencia P. Milan
PACIENCIA P. MILAN

Head of Agency