

REPUBLIC OF THE PHILIPPINES
BC-CSC Form No. 1
(Position Description Form)

1. NAME OF EMPLOYEE

GABUNADA FE M.
(Family Name) (Given Name) (Middle Name)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT
Visayas State College of Agriculture

2. BUREAU OR OFFICE

VISCA

3. DEPT./BRANCH/DIVISION

FARMI

5. WORK STATION//PLACE OF WORK

VISCA, Baybay, Leyte

6a. PRES. APPROP.
ACT/
BOARD RES/
ORD. NO.
ITEM NO. 142-6

6b. PREV. APPRO.
ACT/
BOARD RES/
ORD. NO.
ITEM NO. 142-6

7a. SALARY P.A. 7b. OTHER COMPENSATION

57,492.00 p.a.

8. OFFICIAL DESIGNATION OF POSITION

Instructor III

9. WORKING PROPOSED TITLE

Instructor III

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 attach additional sheets.

Percent of
Working Time

D U T I E S

35%

1. Formulate agricultural economic research and development activities of the Institute.

35%

2. Conduct regular field visits to gather information/data and monitor progress of research and other activities related to agricultural economics in the project sites.

10%

3. Coordinate with other departments/centers of VISCA in the conduct of FARMI's research and other activities related to agricultural economics in the project sites.

5%

4. Submit periodic reports to the head of office (FARMI).

15%

5. Perform other duties assigned by the head of office.

