

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, COMMISSION OR AGENCY/  
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE:

4. DEPT./BRANCH/DIVISION

DPP VISCA

6a. PRES. APPROP. : 6b. PREV. APPROP.

ACT/ RA 7180 :

BOARD RES/ :

ORD. NO. :

ITEM NO. 95-2 :

ACT/

BOARD RES/

ORD. NO.

ITEM NO.

8. OFFICIAL DESIGNATION OF POSITION

Professor I

10. NAPOD CLASSIFICATION OF THE POSITION

1. NAME OF EMPLOYEE

LIM JESUSITO (Family Name) (Given Name) (Middle Name)

3. BUREAU OR OFFICE

5. HOME STATION/PLACE OF WORK

Baybay, Leyte

7a. SALARY P.A.

AUTHORIZED

ACTUAL

₱121,620.00

9. WORKING PROPOSED TITLE

Professor I

11. OCCUPATION GROUP TITLE

(Leave blank)

12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS

MUNICIPALITY ☐

CITY ☐

PROVINCIAL ☐

1st 2nd 3rd 4th 5th 6th  
: : : : : :  
: : : : : :

13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.

Percent of: DUTIES ---

Working  
Time :

80%

1. Teaches laboratory classes in Biology, lecture and laboratory of Micro 22 and Micro 001.

15%

2. Conducts researches in microbiology and related disciplines.

5%

3. Acts as a subject matter specialist of the DPP's Plant Pest Clinic, conducts seminars in barrios.

*[Handwritten signature]*

14. POSITION TITLE OF IMMEDIATE SUPERVISOR : 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

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. None

18. Microscope, autoclave, incubator, reference, etc.

|                  | Occasional | Frequent |                           |       |
|------------------|------------|----------|---------------------------|-------|
| General Public   | :          | :        | Normal Working Condition  | :     |
| Other Agencies   | : x :      | :        | Field Work                | :     |
| Supervisors      | : x :      | :        | Field Trips               | : x : |
| Management       | :          | : x :    | Exposed to varied Weather | :     |
| Others (Specify) | :          | : x :    | Others (Specify)          | :     |

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

21. Describe briefly the general function of the Unit or Section.  
To provide instruction, research and extension services in  
in the field of Plant Protection.

22. Describe briefly the general function of the position.  
To provide instruction in Plant Protection, Microbiology,  
and biology courses.

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: MS degree w/ specific area of specialization plus  
Experience: other requirements per QS of the College

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 \_\_\_\_\_ Signature \_\_\_\_\_ Dept. Head

25. APPROVED:

Date \_\_\_\_\_ Signature \_\_\_\_\_  
M. R. VILLANUEVA