

REPUBLIC OF THE PHILIPPINES <b>BC-CSC Form No. 1</b> (Position Description Form)		1. NAME OF EMPLOYEE <b>GODOY      FEDERICO, JR.      P.</b> <small>(Family Name)      (Given Name)      (Middle Name)</small>	
2. DEPARTMENT CORPORATION OR AGENCY/ LOCAL GOVERNMENT  Leyte State University		3. BUREAU OR OFFICE  Leyte State University	
4. DEPT./BRANCH/DIVISION PhilRootcrops		5. WORK STATION/PLACE OF WORK Baybay, Leyte	
6a. PRES. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A.: <b>P39,132.00 for 6 mos</b> 7b. OTHER COMPENSATION	
8. OFFICIAL DESIGNATION OR POSITION  <b>Science Aide</b>		9. WORKING PROPOSED TITLE	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE (leave blank)	
12. FOR LOCAL GOVERNMENT POSITION. CHECK GOVERNMENT UNIT AND UNIT'S CLASS MUNICIPALITY [    ]      CITY [    ]      PROVINCE [    ] 1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> 4 <sup>th</sup> 5 <sup>th</sup> 6 <sup>th</sup>			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional sheets.			
Percent of Working Time :      DUTIES			
15%	1. To establish SP polycross breeding nurseries;		
30%	2. To establish hand pollination block and generate controlled F1 hybrids/genotypes;		
30%	3. To conduct single row and double row replicated trials of F1 sweetpotato hybrids/genotypes;		
15%	4. To collect data and other necessary information from the experiment; and		
10%	5. To do other duties that may be assigned by the project leader.		



13. POSITION TITLE OF IMMEDIATE SUPERVISOR

**Professor III**

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)

**1 laborer**

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

18. CONTACT

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

12-4-2003

Date

FEDERICO P. GODOY, JR.

Signature of Employee

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

**To breed and screen root crops for good quality and resistance to insect pests and diseases.**

22. Describe briefly the general function of the position

**To breed and screen sweetpotato genotypes for resistance to weevil and scab.**

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: **Completion of two-year college work.**

Experience: **none**

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

**none**

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

Date

JOSE L. BACUSMO - Professor III

Signature and Title of Immediate Supervisor

APPROVED:

Date

PACIENCIA P. MILAN

Head of Agency