

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

1. NAME OF EMPLOYEE

MANGAOANG (FAMILY NAME) EDUARDO (GIVEN NAME) C. (M.I.)

3. BUREAU OR OFFICE

5. WORK STATION/PLACE OF WORK

Baybay, Leyte

7a. SALARY P.A. ; 7b. OTHER COMPEN-
SATION

AUTHORIZED
ACTUAL ₱57,432.00

9. WORKING OR PROPOSED TITLE

Assistant Professor II

11. OCCUPATIONAL GROUP TITLE
(leave blank)

2. DEPARTMENT, CORPORATION OR AGENCY?

LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH DIVISION

DOF, VISCA

6a. PRES. APPROP.

ACT/ EO 87

BOARD RES./

ORD. NO.

ITEM NO. 6-89

6b. PREV. APPROP.

ACT/

BOARD RES./

ORD. NO.

ITEM NO.

8. OFFICIAL DESIGNATION OF POSITION

Assistant Professor II

10. WAPCO CLASSIFICATION OF THIS POSITION

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

MUNICIPALITY

CITY

PROVINCE

1st

2nd

3rd

4th

5th

6th

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

60%

1. To teach forestry and other related courses.

20%

2. To handle researches.

20%

3. To do extension activities.

AVAILABILITY R.M.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Department Head

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Director of Instruction

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

None

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

Calculator, mensuration materials, weighing scale, etc.

18. CONTACTS

	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.

Date

EDUARDO O. MANGAOANG

Signature of Employee

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

To provide instruction, research and extension services.

22. Describe briefly the general function of the position.

To provide instruction, research & extension in forestry & related fields.

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 with 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

JUSTINO M. QUIMIO - Dept. Head

Signature and Title of Immediate Supervisor

25. APPROVED:

Date

M. R. VILLANUEVA

Head of Agency