

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE GISULGA SALOMA BINOYA (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OR OFFICE Barangay Integrated Approach for Nutrition Improvement	
4. DEPT./BRANCH/DIVISION		5. WORK STATION/PLACE OF WORK DAEU, VISCA, 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.: ₱ 8,067.00 per month 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Science Research Assistant		9. WORKING PROPOSED TITLE Science Research Assistant	
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 attached additional sheets.			
Percent of Working Time : D U T I E S 1. Assists the PDNR Staff in the preparation of training materials; 2. Facilitates in the conduct of PDNR related activities; 3. Assists in the collection of PDNR individual monitoring forms, and 4. Technically backstops the City/Municipal Integrated Development Plan (C/MIDP) staff in conducting trainings for trainers, BNS-DWs/ BIDWs and barangay people.			

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14. POSITION TITLE OF IMMEDIATE SUPERVISOR		15. POSITION TITLE OF NEXT HIGHER SUPERVISOR	
Project Director		Director of Research and Extension	
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)			
Barangay Investigator Development Workers			
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.			
18. CONTRACT			
General Public		Occasional	
[]		[]	
Other Agencies		[]	
[]		[]	
Supervisors		[]	
[]		[]	
Management		[]	
Other (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		Signature of Employee	
July 29, 1999		<i>[Signature]</i>	
21. Describe briefly the general function of the Unit or Section.			
Social Action Research			
22. Describe briefly the general function of the position.			
Extension Worker			
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 years studies in college			
Experience: 1 yr of relevant experience and 8 hours of rel. training			
23b. Licenses or certificates required to do this work, if any.			
24. I HEREBY CERTIFY that the above answers are accurate and complete.			
Date		Signature and Title of Immediate Supervisor	
		ANTONIA GECILIA Y. SANDOVAL Project Director	
25. APPROVED:		Head of Agency	
		SAMUEL S. GO	