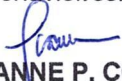


| | | | | | |
|--|--|--|---|--|--|
| Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1 (Revised Version No. 1, s. 2017) | | | 1. POSITION TITLE (as approved by authorized agency) with parenthetical title <div style="text-align: center; font-weight: bold; font-size: 1.2em;">ASSOCIATE PROFESSOR I</div> | | |
| 2. ITEM NUMBER <div style="font-size: 1.2em; color: blue;">VISCAB-APRO1-11-2024</div> | | | 3. SALARY GRADE <div style="text-align: center;">19</div> | | |
| 4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS | | | | | |
| <input type="checkbox"/> Province <input checked="" type="checkbox"/> City <input type="checkbox"/> Municipality | | <input type="checkbox"/> 1st Class <input type="checkbox"/> 2nd Class <input type="checkbox"/> 3rd Class <input type="checkbox"/> 4th Class | | <input type="checkbox"/> 5th Class <input type="checkbox"/> 6th Class <input type="checkbox"/> Special | |
| 5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT | | | 6. BUREAU OR OFFICE | | |
| STATE UNIVERSITY AND COLLEGES | | | VISAYAS STATE UNIVERSITY | | |
| 7. DEPARTMENT / BRANCH / DIVISION | | | 8. WORKSTATION / PLACE OF WORK | | |
| PHILIPPINE ROOT CROP RESEARCH AND TRAINING CENTER (PhilRootcrops) | | | VSU, BAYBAY CITY, LEYTE | | |
| 9. PRESENT APPROP | | 10. PREVIOUS APPROP ACT | | 11. SALARY AUTHORIZED | |
| | | | | ACA/PERA P2,000.00 | |
| 13. POSITION TITLE OF IMMEDIATE SUPERVISOR | | | 14. POSITION TITLE OF NEXT HIGHER SUPERVISOR | | |
| CENTER DIRECTOR | | | VICE PRESIDENT OF RESEARCH, EXTENSION, AND INNOVATION | | |
| 15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED <i>(if more than seven (7) list only by their item numbers and titles)</i> | | | | | |
| POSITION TITLE | | | ITEM NUMBER | | |
| 16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK | | | | | |
| Computer, printer, laptop, projector, microbiology equipment, and food processing equipment | | | | | |
| 17. CONTACTS / CLIENTS / STAKEHOLDERS | | | | | |
| 17a. Internal | | Occasional | | Frequent | |
| 17b. External | | Occasional | | Frequent | |
| Executive / Managerial | | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | |
| Supervisors | | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | |
| Non-Supervisors | | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | |
| Staff | | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | |
| General Public | | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | |
| Other Agencies | | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | |
| Others (Please Specify): | | admin offices | | | |
| 18. WORKING CONDITION | | | | | |
| Office Work | | <input type="checkbox"/> | | <input checked="" type="checkbox"/> | |
| Field Work | | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | |
| 19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION | | | | | |
| To conduct instruction, research, and extension | | | | | |

| | | |
|-----|---|---|
| 50% | 2. Performs research and/or extension functions, among others the following: a. Prepares research/extension proposals b. Implements duly approved research/extension projects within time frame c. Prepares and prepares reports within the prescribed period d. Presents research/extension outputs during conferences/tora of legitimate professional organizations e. Submits output for possible publication/patenting | 3 |
| 20% | 3. To be in-charge of the food microbiology/processing laboratory 4. Performs other functions, among others: a. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions | 2 |
| 5% | b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President | 2 |

23. ACKNOWLEDGMENT AND ACCEPTANCE:

I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply with the performance and behavior/conduct expectations contained herein.


LADIE ANNE P. CONDE *Apr. 29, 2024*
 Employee's Name, Date and Signature


EDGARDO E. TULIN
 Supervisor's Name, Date and Signature