

Asst Prof 4

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| REPUBLIC OF THE PHILIPPINES<br>BC-CSC Form No. 1<br>(Position Description Form)  |  | 1. NAME OF EMPLOYEE<br><b>TULIN ANABELLA B.</b><br>(Family Name) (Given Name) (Middle Name) |  |
| 2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT<br>Visayas State College of Agriculture  |  | 3. BUREAU OR OFFICE<br>ViSCA  |  |
| 4. DEPT./BRANCH/DIVISION<br>PRCRTC   |  | 5. WORK STATION/PLACE OF WORK<br>Baybay, Leyte  |  |
| 6a. PRES. APPRO.<br>ACT/<br>BOARD RES/<br>ORD. NO.<br>ITEM NO.   | 6b. PREV. APPRO<br>ACT/<br>BOARD RES/<br>ORD. NO.<br>ITEM NO.  | 7a. SALARY P.A.:<br>7b. OTHER COMPENSATION:   |  |
| 8. OFFICIAL DESIGNATION OF POSITION<br>Associate Professor IV  |  | 9. WORKING PROPOSED TITLE   |  |
| 10. WAPCO CLASSIFICATION OF THIS POSITION  |  | 11. OCCUPATION GROUP TITLE<br>(leave blank)   |  |
| 12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS<br>MUNICIPALITY [ ] CITY [ ] PROVINCE [ ]<br>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 :  |  |   |  |
| DUTIES   |  |   |  |
| 40%  | 1. To implement approved research projects pertaining to soil aspects in root crop production;                     |   |  |
| 20%  | 2. To prepare progress reports for ongoing and terminal reports for completed experiment whenever needed;          |   |  |
| 20%  | 3. To make project proposals for local and external funding on soil-plant-water relationships covering root crops; |   |  |
| 10%  | 4. To teach some soil science courses whenever required;   |   |  |
| 10%  | 5. To perform other duties that the PRCRTC Director may assign from time to time                                   |   |  |



| 14. POSITION TITLE OF IMMEDIATE SUPERVISOR<br><p style="text-align: center;">Associate Professor V</p>   | 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR<br><p style="text-align: center;">Center Director</p> |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
|--|--|-------------------|-----------------|----------------|-----|-----|----------------|-----|-----|-------------|-----|-----|------------|-----|-----|-----------------|-----|-----|--|--------------------------|-----|------------|-----|-------------|-----|---------------------------|-----|------------------|-----|
| 16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)<br>Eric Castañas   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.<br>Computer, pens, lab. equipments, etc.   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 18. CONTRACT<br><table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;"><u>Occasional</u></th> <th style="text-align: center;"><u>Frequent</u></th> </tr> </thead> <tbody> <tr> <td>General Public</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Other (Specify)</td> <td style="text-align: center;">[ ]</td> <td style="text-align: center;">[ ]</td> </tr> </tbody> </table> |  | <u>Occasional</u> | <u>Frequent</u> | General Public | [ ] | [ ] | Other Agencies | [ ] | [ ] | Supervisors | [ ] | [ ] | Management | [ ] | [ ] | Other (Specify) | [ ] | [ ] | 19. WORKING CONDITION<br><table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Normal Working Condition</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Field Work</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: center;">[ ]</td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: center;">[ ]</td> </tr> </tbody> </table> | Normal Working Condition | [ ] | Field Work | [ ] | Field Trips | [ ] | Exposed to Varied Weather | [ ] | Others (Specify) | [ ] |
|  | <u>Occasional</u>  | <u>Frequent</u>   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| General Public   | [ ]  | [ ]               |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Other Agencies   | [ ]  | [ ]               |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Supervisors  | [ ]  | [ ]               |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Management   | [ ]  | [ ]               |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Other (Specify)  | [ ]  | [ ]               |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Normal Working Condition   | [ ]  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Field Work   | [ ]  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Field Trips  | [ ]  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Exposed to Varied Weather  | [ ]  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| Others (Specify)   | [ ]  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 20. I CERTIFY that the above answers are accurate and complete.<br><div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <u>December 14, 1995</u><br/>             Date           </div> <div style="text-align: center;"> <u>Anabella B. Tulin</u><br/>             ANABELLA B. TULIN<br/>             Signature of Employee           </div> </div>   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 21. Describe briefly the general function of the Unit or Section.<br>To conduct researches related to improvements of root crop production   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 22. Describe briefly the general function of the position.<br>To conduct researches related to plant-soil-water relationships affecting root crop production   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 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).<br>Education: Relevant masteral degree<br>Experience: 3 yrs relevant experience; 16 hrs relevant training  |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 23b. Licenses or certificates required to do this work, if any.  |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 24. I HEREBY CERTIFY that the above answers are accurate and complete.<br><div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;">             _____<br/>             Date           </div> <div style="text-align: center;"> <u>Fernando A. Evangelio</u><br/>             FERNANDO A. EVANGELIO- Assoc. Prof. V<br/>             Signature and Title of Immediate Supervisor           </div> </div>   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |
| 25. APPROVED:<br><div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;">             _____<br/>             Date           </div> <div style="text-align: center;"> <u>Samuel S. Go</u><br/>             SAMUEL S. GO<br/>             Head of Agency           </div> </div>   |  |                   |                 |                |     |     |                |     |     |             |     |     |            |     |     |                 |     |     |  |                          |     |            |     |             |     |                           |     |                  |     |