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REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE SALABAO ANALITA AP. (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State College of Agriculture		3. BUREAU OR OFFICE Dept. of Ag. Econ. & Agrib.	
4. DEPT./BRANCH/DIVISION DAEA		5. WORK STATION/PLACE OF WORK Baybay, Leyte	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO. VISCAB AP3-3		7a. SALARY P.A.: P104,544.00 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION Assistant Professor III		9. WORKING PROPOSED TITLE Assistant Professor III	
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 :			
DUTIES			
60%	Teaches Agribusiness and Ag. Econ. courses.		
25%	Conducts research and extension activities.		
10%	Advise BSAB II field practice students.		
5%	Performs other duties that may be assigned by the department head.		

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14. POSITION TITLE OF IMMEDIATE SUPERVISOR Head, DAEE	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. slide/overhead projector, calculator, computer, etc.	
18. CONTRACT Occasional Frequent General Public [X] [] Other Agencies [X] [] Supervisors [] [X] Management [] [X] Other (Specify) [] []	19. WORKING CONDITION Normal Working Condition [X] Field Work [] Field Trips [] Exposed to Varied Weather [] Others (Specify) []
20. I CERTIFY that the above answers are accurate and complete. Oct 28, 1996 Date ANALITA A. SALABAO Signature of Employee	
21. Describe briefly the general function of the Unit or Section. To provide instruction, research & extension services.	
22. Describe briefly the general function of the position. To provide instruction in Agribusiness & Ag. Economics courses.	
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: Masteral degree in the area of specialization plus other requirements per QS of the College Experience: 3 years relevant experience & 16 hours of relevant training	
23b. Licenses or certificates required to do this work, if any. None	
24. I HEREBY CERTIFY that the above answers are accurate and complete. RAMON S. LACUNA Date Signature and Title of Immediate Supervisor	
25. APPROVED: SAMUEL S. GO Date Head of Agency	