

REPUBLIC OF THE PHILIPPINES
BC-CSC Form No. 1
(POSITION DESCRIPTION FROM)

1. NAME OF EMPLOYEE
GABRIADA FRANCISCO, JR. GIMENO
FAMILY NAME GIVEN NAME MIDDLE NAME

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT
Visayas State College of Agriculture

3. BUREAU OF OFFICE
VISCA

4. DEPT./BRANCH DIVISION
FARMI

5. WORK STATION/PLACE OF WORK
Baybay, Leyte

6a. PRES. APPROP. : 6b. PREV. APPROP. : 7a. SALARY P.A. : 7b. OTHER COMPENSATION
ACT/ RA 7180 : ACT/ : :
BOARD RES./ : BOARD RES./ : AUTHORIZED :
ORD. NO. : ORD. NO. : ACTUAL P 42,400.00
ITEM NO. 157-8 : ITEM NO. :

8. OFFICIAL DESIGNATION OF POSITION
Instructor I (R/E)

9. WORKING OR PROPOSED TITLE
Instructor I (R/E)

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 :

30% : Formulate livestock and livestock-related research and development activities of the institute.
30% : Conduct field visits to gather information/data and monitor progress of research and other activities related to animal production in the project site.
20% : Coordinate with other departments/centers of VISCA in the conduct of FARMI's research and other activities related to animal production in the project site.
5% : Submit periodic reports to head of office (FARMI).
5% : Perform other duties assigned by head of office (FARMI).

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14. POSITION TITLE OF IMMEDIATE SUPERVISOR : 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
Interim Director : Director

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

na

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

portable computers

18. CONTACTS

Occasional Frequent

General Public

Other Agencies

Supervisors

Management

Others (specify)

X
X
X
X

19. WORKING CONDITION

Normal Working Condition

Field Work

Field Trips

Exposed to varied weather

Others (specify)

X
X
X
X

20. I CERTIFY THAT the above answers are accurate and complete.

11/26/92

Date

[Signature]

FRANCISCO G. CABUNADA

Signature of Employee

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

Farm and Agricultural Resource Management Research and Development

22. Describe briefly the general function of the position.

Take the lead in animal and crop-animal integration research and development

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: BS degree w/ 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.

Nov 25, 1992
[Signature]

Date

[Signature]
DOLORES L. ALCOBER

Signature and Title of
Immediate Supervisor

25. APPROVED:

Date

[Signature]
M. R. VILLANUEVA

Head of Agency