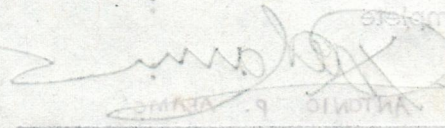
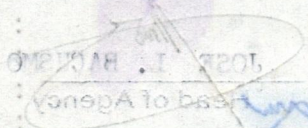
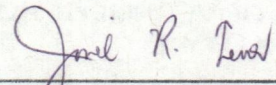
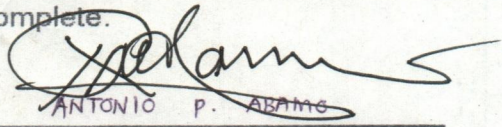
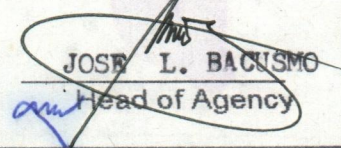


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE TEVES JOVIEL RODRIGUEZ (Family Name) (Given Name) (Middle Name)													
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY		3. BUREAU OR OFFICE DBM, VSU, VISCA (BAYBAY), LEYTE													
4. DEPT./BRANCH/DIVISION DEPARTMENT OF BUSINESS MANAGEMENT		5. WORK STATION/PLACE OF WORK VSU													
6a. PRES. APPRO ACT/ BOARD RES/ ORD. NO.	6b. PREV. APPRO ACT/ BOARD RES/ ITEM NO. 65	7a. SALARY P.A. ₱162,444													
8. OFFICIAL DESIGNATION OF POSITION INSTRUCTOR I		7b. OTHER COMPENSATION/PERA/ACA ☒													
10. WAPCO CLASSIFICATION OF THIS POSITION		9. WORKING PROPOSED TITLE (leave blank)													
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [] CITY [] PROVINCE []															
<table border="1" style="width: 100%; text-align: center;"> <tr> <td>1st</td> <td>2nd</td> <td>3rd</td> <td>4th</td> <td>5th</td> <td>6th</td> </tr> <tr> <td>[]</td> <td>[]</td> <td>[]</td> <td>[]</td> <td>[]</td> <td>[]</td> </tr> </table>				1st	2nd	3rd	4th	5th	6th	[]	[]	[]	[]	[]	[]
1st	2nd	3rd	4th	5th	6th										
[]	[]	[]	[]	[]	[]										
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.															
DUTIES Percent of Working Time : 50% : Teaching agribusiness management and economics courses 25% : Conducts research and extension activities related to enterprise dev't marketing & record keeping 25% : Performs other duties that may be assigned by the department head															
Signature and Title of Immediate Supervisor:  Date: _____															
Signature and Title of Agency Head:  Date: _____															

14. POSITION TITLE OF IMMEDIATE SUPERVISOR DEPARTMENT HEAD, DBM	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR DEAN, CEAI																		
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (Indicate 7) list only by their item nos. and titles)																			
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.																			
18. CONTACT <table style="width: 100%; border: none;"> <thead> <tr> <th></th> <th style="text-align: center;">Occasional</th> <th style="text-align: center;">Frequent</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>Others (Specify)</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>		Occasional	Frequent	General Public	[]	☒	Other Agencies	[]	[]	Supervisors	[]	☒	Management	[]	☒	Others (Specify)	[]	[]	19. WORKING CONDITION Normal Working Condition ☒ [X] Field work [] Field Trips [] Exposed to Varied Weather Other's (Specify) []
	Occasional	Frequent																	
General Public	[]	☒																	
Other Agencies	[]	[]																	
Supervisors	[]	☒																	
Management	[]	☒																	
Others (Specify)	[]	[]																	
20. I CERTIFY that the above answers are accurate and complete. <u>20 APRIL 2009</u> Date  Signature of Employee																			
21. Describe briefly the general function of the Unit or Section. INSTRUCTION, RESEARCH, EXTENSION & PRODUCTION SPECIALIZED IN THE FIELD OF BUS. MGT.																			
22. Describe briefly the general function of the position. INSTRUCTION, RESEARCH, EXTENSION & PRODUCTION																			
23.a. 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: <u>B.S. degree in the area of specialization</u> Experience:																			
23b. Licenses or certificates required to do this work, if any.																			
24. I HEREBY CERTIFY that the above answers are accurate and complete. <u>20 APRIL 2009</u> Date  ANTONIO P. ABAME Signature and Title of Immediate Supervisor																			
25. APPROVED _____ Date  JOSE L. BACUSMO Head of Agency																			