1. POSITION TITLE (as approved by authorized agency) with Republic of the Philippines parenthetical title POSITION DESCRIPTION FORM **DBM-CSC Form No. 1 INSTRUCTOR I** (Revised Version No. 1, s. 2017) 2. ITEM NUMBER 3. SALARY GRADE INST1-16-2016 SG-12 4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS ☐ Province ☑ 1st Class 5th Class ☑ City 2nd Class 6th Class ■ Municipality 3rd Class ☐ Special 4th Class 5. DEPARTMENT, CORPORATION OR AGENCY/ 6. BUREAU OR OFFICE LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY OFFICE OF THE PRESIDENT 7. DEPARTMENT / BRANCH / DIVISION 8. WORKSTATION / PLACE OF WORK ECOLOGICAL FARM AND RESOURCE MANAGEMENT VSU, BAYBAY CITY, LEYTE INSTITUTE 9. PRESENT APPROP 10. PREVIOUS APPROP ACT 12. OTHER COMPENSATION 11. SALARY AUTHORIZED P22,938.00 ACA/PERA P2,000.00 13. POSITION TITLE OF IMMEDIATE SUPERVISOR 14. POSITION TITLE OF NEXT HIGHER SUPERVISOR OFFICE OF THE VICE-PRESIDENT FOR RESEARCH. DIRECTOR, ECO-FARMI EXTENSION AND INNOVATION (OVPREI) 15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED (if more than seven (7) list only by their item numbers and titles) **POSITION TITLE** ITEM NUMBER 16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK Computer, printer, laptop, projector, calculator, 17. CONTACTS / CLIENTS / STAKEHOLDERS 17a. Internal Occasional Frequent 17b. External Occasional Frequent Executive / 1 General Public 1 Supervisors 1 - -Other Agencies 1 Non-Supervisors 1 Others (Please Specify): Farm Staff 1 18. WORKING CONDITION Office Work 1 Other/s (Please Specify) Field Work 1 1 19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION To provide instruction, research and extension

20. BRIEF DESCRIPTION	ON OF THE GENERAL FUNCTION	OF THE POSITION (Job Summary)	
Fig. Vande de la company	To provide instructi	on, research and extension		
21. QUALIFICATION S	TANDARDS			
21a. Education	21b. Experience	21c. Training	21d Eliaibility	
Relevant Masteral	NONE REQUIRED	NONE REQUIRED	21d. Eligibility NONE REQUIRED	
degree	NONE REQUIRED	NONE REQUIRED		
21e. Core Competencies		Competency Level		
	rofessionalism - demonstrates high standar	ds of professional behaviour, adhering to		icy Level
ethical as well as moral princip	oles, values, and standards of public office	as of professional sonation, denoting to	3	
Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer			2	
satisfaction			3	
3. Communication Savy - Effectively delivers messages that simply focus on facts or information;			3	
4. Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and			3	
clients, and work well in a tear		7 30 2		
5. Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, behaviour and style appropriately in dealing with change.			3	
6. Gender-responsive management - Promotes gender equality and women empowerment to address gender-				
related problems and issues			3	
21f. Functional Competencies				
Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching-			Competer 3	icy Level
learning delivery modes to enhance learning.			3	
Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-			3	
based course syllabi to adapt to the changing educational landscape.			3	
3. Innovative Instructional Materials Development - Designs and creates learning lessons, teaching-learning			3	
experiences that utilize innovative technologies in various learning environment.			.	
Filipino Values Restoration- Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature.			3	
5. Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research			3	- 11
outputs.		, , , , , ,	I To store	
21g. Technical Com			Competer	cv Level
Provides support and technical services for Eco-FARMI and DAEEX faculty and staff.			3	
	UTIES AND RESPONSIBILITIES (T		Competer	icy Level
Percentage of Working	(State the duties and	responsibilities here:)		
Time				
10%	Teaches assigned subjects and			
	functions, among others, the follow			
	a. Prepares and revised teaching n	naterials/guides and submit to	- 74 9 11 - 74	
	department head		4	
	b. Prepares and gives examination			
	c. Checks test papers and returns t	o students one week aπer		
	examination	anihad paried to the Desisters		
	d. Submits grade sheets within pre-	scribed period to the Registrar		
	Performs research and/or extent	sion functions, among others the		
	following:			
	a. Prepares research/extension pro	posals	4	
	b. Implements duly approved resea			
	frame	, , , , , , , , , , , , , , , , , , , ,		
	c. Prepares and prepares reports w	vithin the prescribed period		
	d. Presents research/extension out			
	legitimate professional organization	ns		
	e. Submits output for possible publ	cation/patenting		
5%	3. Performs administrative function		3	
	4. Performs other functions, among	others:	20.0	
5%	a. Performs functions relative to co	mmittee memberships and other		
	ad hoc assignments including relat	ed to quality assurance and other	3	
	accreditation functions			
	b. Performs other functions assigned	ed by the department head,		
	College Dean, Vice Presidents and		1	

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 to expectations contained herein.

MAREJEN A. VILLAREMO
Employee's Name, Date and Signature

ROMEL B. ARMECIN
Supervisor's Name, Date and Signature