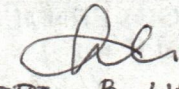
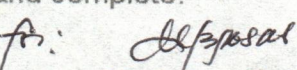
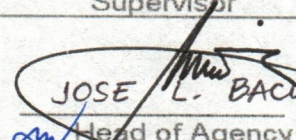


|  |   |   |
|--|---|---|
| <b>REPUBLIC OF THE PHILIPPINES</b><br>BC-CSC Form No. 1<br>(Position Description Form)   |   | <b>1. NAME OF EMPLOYEE</b><br>LINA SUYETE BIRONGO<br>(Family Name) (Given Name) (Middle Name) |
| <b>2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT</b><br>VISAYAS STATE UNIVERSITY  |   | <b>3. BUREAU OR OFFICE</b><br>VSU   |
| <b>4. DEPT./BRANCH/DIVISION</b><br>College of Agriculture - DASS   |   | <b>5. WORK STATION/PLACE OF WORK</b><br>VSU   |
| <b>6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO.</b>   | <b>6b. PREV. APPRO. ACT/ BOARD RES/ ITEM NO.</b><br>VSU-1071-2-2002 | <b>7a. SALARY P.A.</b> P162,144-<br><b>7b. OTHER COMPENSATION PERA/ACA</b>                    |
| <b>8. OFFICIAL DESIGNATION OF POSITION</b><br>Instructor I   |   | <b>9. WORKING PROPOSED TITLE</b>  |
| <b>10. WAPCO CLASSIFICATION OF THIS POSITION</b><br>In   |   | <b>11. OCCUPATION GROUP TITLE</b><br>(leave blank)  |
| <b>12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS</b><br>MUNICIPALITY <input type="checkbox"/> CITY <input type="checkbox"/> PROVINCE <input type="checkbox"/><br>1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> 5th <input type="checkbox"/> 6th <input type="checkbox"/> |   |   |
| <b>13. STATEMENT OF DUTIES AND RESPONSIBILITIES.</b> If more space is needed, please attach additional sheets.   |   |   |
| Percent of Working Time : <b>DUTIES</b><br>80% : To teach basic & major courses assigned by the Dept (Soil Science courses)<br>10% : To conduct research & extension activities related to Soil Science/ Soil Management<br>10% : Thesis Advising  |   |   |



| <b>14. POSITION TITLE OF IMMEDIATE SUPERVISOR</b><br>Dept. Head  | <b>15. POSITION TITLE OF NEXT HIGHER SUPERVISOR</b><br>Dean of College   |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
|--|--|-------------------------------------|----------|----------------|--------------------------|-------------------------------------|----------------|-------------------------------------|--------------------------|-------------|--------------------------|-------------------------------------|------------|--------------------------|-------------------------------------|------------------|--------------------------|--------------------------|---|
| <b>16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE</b> (Check those 7) list only by their item nos. and titles)<br>Students  |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.</b><br>blackboard, chalk, computer, laboratory equipment/machine & chemicals  |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>18. CONTACT</b><br><br><table style="width: 100%;"> <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;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Management</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td>Others (Specify)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table> |  | Occasional                          | Frequent | General Public | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Other Agencies | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Supervisors | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Management | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Others (Specify) | <input type="checkbox"/> | <input type="checkbox"/> | <b>19. WORKING CONDITION</b><br>Normal Working Condition <input checked="" type="checkbox"/><br>Field work <input checked="" type="checkbox"/><br>Field Trips <input type="checkbox"/><br>Exposed to Varied Weather<br>Other's (Specify) <input type="checkbox"/> |
|  | Occasional   | Frequent                            |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| General Public   | <input type="checkbox"/>   | <input checked="" type="checkbox"/> |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| Other Agencies   | <input checked="" type="checkbox"/>  | <input type="checkbox"/>            |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| Supervisors  | <input type="checkbox"/>   | <input checked="" type="checkbox"/> |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| Management   | <input type="checkbox"/>   | <input checked="" type="checkbox"/> |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| Others (Specify)   | <input type="checkbox"/>   | <input type="checkbox"/>            |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>20. I CERTIFY that the above answers are accurate and complete.</b><br><br><div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <u>7/17/2009</u><br/>Date           </div> <div style="text-align: center;"> <br/> <u>SUZETTE B. LINA</u><br/>Signature of Employee           </div> </div>  |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>21. Describe briefly the general function of the Unit or Section.</b><br>To provide instruction, research and extension services in the field of Agronomy and Soil Science  |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>22. Describe briefly the general function of the position.</b><br>To teach soil science courses & conduct research & extension activities related to soil science / soil management   |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>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).</b><br>Education: B.S. degree in the area of specialization.<br>Experience:   |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>23b. Licenses or certificates required to do this work, if any.</b>   |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>24. I HEREBY CERTIFY that the above answers are accurate and complete.</b><br><br><div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <u>July 17, 2009</u><br/>Date           </div> <div style="text-align: center;"> <br/> <u>ANABELLA B. TULIN - Head, DASS</u><br/>Signature and Title of Immediate Supervisor           </div> </div>   |  |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |
| <b>25. APPROVED</b><br><br><div style="text-align: center;"> <u>                    </u><br/>Date         </div>   | <div style="text-align: center;"> <br/> <u>JOSE L. BACASMID</u><br/>Head of Agency         </div> |                                     |          |                |                          |                                     |                |                                     |                          |             |                          |                                     |            |                          |                                     |                  |                          |                          |   |