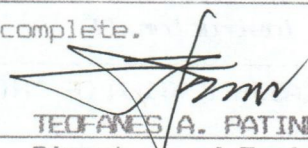
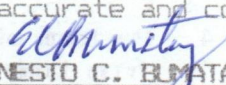
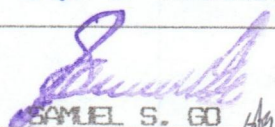


REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)	1. NAME OF EMPLOYEE <div style="display: flex; justify-content: space-around; font-weight: bold;"> PATINDOL TEOFANES ANDDY </div> (Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT <i>Visayas State College of Agriculture</i>	2. BUREAU OR OFFICE <div style="text-align: center; font-weight: bold;">SUC</div>
3. DEPARTMENT/BRANCH/DIVISION <div style="text-align: center; font-weight: bold;">FORESTRY</div>	5. WORK STATION/PLACE OF WORK <div style="text-align: center; font-weight: bold;">Baybay, Leyte</div>
<div style="display: flex;"> <div style="flex: 1;"> 6a. PRES. APPROP. ACT/ BOARD RES/ ORD. NO. ITEM NO. </div> <div style="flex: 1;"> 6b. PREV. APPROP. ACT/ BOARD RES/ ORD. NO. ITEM NO. </div> </div>	<div style="display: flex;"> <div style="flex: 1;"> 7a. SALARY P.A. <div style="text-align: center; font-weight: bold;">P78,816.00</div> </div> <div style="flex: 1;"> 7b. OTHER COMPENSATION </div> </div>
8. OFFICIAL DESIGNATION OF POSITION <div style="text-align: center; font-weight: bold;">Instructor II</div>	9. WORKING PROPOSED TITLE <div style="text-align: center; font-weight: bold;">Instructor II</div>
10. WAPCO CLASSIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE (leave blank)
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div>MUNICIPALITY <input type="checkbox"/></div> <div>CITY <input type="checkbox"/></div> <div>PROVINCE <input type="checkbox"/></div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div>1st <input type="checkbox"/></div> <div>2nd <input type="checkbox"/></div> <div>3rd <input type="checkbox"/></div> <div>4th <input type="checkbox"/></div> <div>5th <input type="checkbox"/></div> <div>6th <input type="checkbox"/></div> </div>	
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.	
Percent of Working Time	<div style="text-align: center; font-weight: bold; letter-spacing: 5px;">D U T I E S</div>
60%	1. Teaches forestry courses.
15%	2. Prepares course syllabi.
15%	3. Performs research and extension activities.
10%	4. Perform other functions that may be assigned from time to time.
100%	

14. POSITION TITLE OF IMMEDIATE SUPERVISOR <i>Department Head</i>		15. POSITION TITLE OF NEXT HIGHER SUPERVISOR <i>Director of Instruction</i>	
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles) <p style="text-align: center;"><i>NONE</i></p>			
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. <i>calculator, paper, ball pen, pencil, chalk & other instructional facilities</i>			
18. CONTACT		19. WORKING CONDITION	
General Public	Occasional : <u> x </u> : Frequent : <u> </u> :	Normal Working Condition : <u> x </u> :	
Other Agencies	: <u> x </u> : : <u> </u> :	Field Work : <u> </u> :	
Supervisors	: <u> </u> : : <u> x </u> :	Field Trips : <u> </u> :	
Management	: <u> </u> : : <u> x </u> :	Exposed to Varied Weather : <u> </u> :	
Others (Specify)	: <u> </u> : : <u> </u> :	Others (Specify) : <u> </u> :	
20. I CERTIFY that the above answers are accurate and complete.			
<i>May 19, 1997</i> Date		 TEOFANES A. PATINDOL Signature of Employee	
21. Describe briefly the general function of the Unit or Section. <i>To provide instruction, research & extension services.</i>			
22. Describe briefly the general function of the position. <i>To provide instruction in Forestry courses.</i>			
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: <i>Bachelor's degree with specific area of specialization</i> Experience: <i>None required</i>			
23b. Licenses or certificates required to do this work, if any. <p style="text-align: center;"><i>NONE</i></p>			
24. I HEREBY CERTIFY that the above answers are accurate and complete.			
<i>May 19, 1997</i> Date		 ERNESTO C. BUNATAY - Department Head Signature and Title of Immediate Supervisor	
25. APPROVED:			
_____ Date		 SAMUEL S. GO Head of Agency	