

Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1 (Revised Version No. 1, s. 2017)		1. POSITION TITLE (as approved by authorized agency) with parenthetical title <p style="text-align: center;">PROFESSOR VI</p>	
2. ITEM NUMBER		3. SALARY GRADE	
PROF6-11-2022		29	
4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS			
<input type="checkbox"/> Province <input checked="" type="checkbox"/> City <input type="checkbox"/> Municipality		<input type="checkbox"/> 1st Class <input type="checkbox"/> 2nd Class <input type="checkbox"/> 3rd Class <input type="checkbox"/> 4th Class	
		<input type="checkbox"/> 5th Class <input type="checkbox"/> 6th Class <input checked="" type="checkbox"/> Special	
5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT		6. BUREAU OR OFFICE	
VISAYAS STATE UNIVERSITY		COLLEGE OF FORESTRY AND ENVIRONMENTAL SCIENCE	
7. DEPARTMENT / BRANCH / DIVISION		8. WORKSTATION / PLACE OF WORK	
DEPARTMENT OF FOREST SCIENCE		VSU, BAYBAY CITY, LEYTE	
9. PRESENT APPROP ACT	10. PREVIOUS APPROP ACT	11. SALARY	12. OTHER COMPENSATION
N/A	N/A	164,332.00	2,000 ACA/PERA
13. POSITION TITLE OF IMMEDIATE SUPERVISOR		14. POSITION TITLE OF NEXT HIGHER SUPERVISOR	
DEPARTMENT HEAD		DEAN	
15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED			
<i>(if more than seven (7) list only by their item numbers and titles)</i>			
POSITION TITLE		ITEM NUMBER	
16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK			
DESKTOP COMPUTER, PRINTER, LCD PROJECTOR, LABORATORY EQUIPMENT RELATED TO COURSES TAUGHT			
17. CONTACTS / CLIENTS / STAKEHOLDERS			
17a. Internal	Occasional	Frequent	17b. External
Executive / Managerial Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	General Public
Non-Supervisors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other Agencies
Staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Others (Please _____)
18. WORKING CONDITION			
Office Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other/s (Please _____)
Field Work	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION			
Provides instruction, research, and/or extension services			
20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)			
Teach forest science courses, conduct research and/or extension			
21. QUALIFICATION STANDARDS			
21a. Education	21b. Experience	21c. Training	21d. Eligibility
PhD Graduate	5 years rel. experience	32 hrs. relevant training	RA 10690 & RA 10587
21e. Core Competencies			Competency Level

1. Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office	4
2. Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer satisfaction	4
3. Communication Savy - Effectively delivers messages that simply focus on facts or information;	4
4. Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results	4
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.	4
6. Gender-responsive management - Promotes gender equality and women empowerment to address gender-related problems	4
21f. Leadership	Competency Level
1. Thinking Strategically and Creatively	2
2. Creating and Nurturing a High Performance Organization	2
3. Leading Change	2
4. Building Collaborative, Inclusive Working Relationships	2
5. Managing Performance and Coaching for Results	2
21g. Functional Competencies	Competency Level
4. Consultation and Advising - Addresses issues and concerns affecting students' academic performance by strictly following the consultation time schedule, responds to queries and implements interventions which result to highly satisfied clients.	4
5. Critical Thinking and Problem Solving - Analyzes, computes, and interprets results by applying appropriate strategies and methodology to arrive at sound decisions in a learning environment	4
7. Facilitating Learner-Centered Environment - Explores the fundamental principles, processes and practices anchored on learner-centeredness. Applies educational theories and psychologies to facilitate various teaching-learning delivery modes to enhance learning.	4
9. Filipino Values Restoration - Revitalizes desirable Filipino values that are pro-God, pro-people, and	4
11. Health and Wellness Management- Implements sustainable preventive health and wellness programs through information dissemination, preventive health measures and provision of therapeutic services resulting to healthy and productive employees.	1
13. Use of Information and Communications Technology (ICT)- Implements the effective identification, selection, acquisition, development, utilization, and protection of technologies. In accordance with the mandate of the unit, that will result to efficient and effective delivery of services by ensuring	3
14. Innovative Instructional Materials Development- Designs and creates learning lessons, teaching-learning experiences that utilize appropriate traditional and innovative technologies in various learning	4
15. Innovative Teaching Strategies - Adopts principles and develops teaching strategies by retooling faculty through learning interventions and designing outcomes-based course syllabi to adapt to the changing educational landscape.	4
18. Peer Mentoring- Develops and equips junior faculty for higher level position through learning by observing and doing; collaborative teaching, research and extension activities; partnership in writing publications and participation in conferences and technical fora. so that VSU's academic excellence	4
21. Production and Entrepreneurship- Identifies issues, potentials and actual businesses by setting-up enterprises for creating products from the resources of the university with the view of making profit	4
24. Publication Writing- Develops and produces scientific article for peer-reviewed journals by utilizing research outputs resulting to wide dissemination of information and technology.	4
25. Quality Assurance- Controls and improves, as necessary, the quality of audit/assessment/accreditation processes in accordance with prescribed quality control policies and procedures as mandated by the University and in compliance with audit and accrediting bodies. Spearheads and coordinates with all units in the University including the external campuses in the preparation and conduct of accreditation/certification/audit related activities seeing to it that all academic programs and operations are in conformity and compliant with national and international standards. Implements continuous and periodic audit/assessment quality monitoring to ensure that its	4
26. Report Writing - Prepares and produces reports and other documents such as proposals, policies, guidelines or procedures and manuals in a clear, concise and coherent manner and in accordance with VSU standards that ensures proper documentation and presentation of information for an effective and efficient information utilization and management.	4

