1. POSITION TITLE (as approved by authorized Republic of the Philippines agency) with parenthetical title POSITION DESCRIPTION FORM DBM-CSC Form No. 1 **PROFESSOR VI** (Revised Version No. 1, s. 2017) 2. ITEM NUMBER 3. SALARY GRADE PROF6-11-2022 29 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 COLLEGE OF FORESTRY AND ENVIRONMENTAL VISAYAS STATE UNIVERSITY SCIENCE 7. DEPARTMENT / BRANCH / DIVISION 8. WORKSTATION / PLACE OF WORK VSU, BAYBAY CITY, LEYTE DEPARTMENT OF FOREST SCIENCE 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 (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 DESKTOP COMPUTER, PRINTER, LCD PROJECTOR, LABORATORY EQUIPMENT RELATED TO COURSES **TAUGHT** 17. CONTACTS / CLIENTS / STAKEHOLDERS 17a. Internal Occasional Frequent 17b. External Occasional Frequent Executive / Managerial General Public 1 Supervisors Other Agencies 1 Non-Supervisors Others (Please Staff 1 18. WORKING CONDITION Office Work Other/s (Please Field Work 1 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

| Exemplifying Integrity and Professionalism - demonstrates high standards of professional | 4 |
|--|------------------|
| behaviour, adhering to ethical as well as moral principles, values, and standards of public office | 4 |
| Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer satisfaction | 4 |
| Communication Savy - Effectively delivers messages that simply focus on facts or information; | 4 |
| Interpersonal relationship management - Effectively communicates and interacts with colleagues, | |
| customers and clients, and work well in a team to achieve results | 4 |
| 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 |
| Thinking Strategically and Creatively | 2 |
| Creating and Nurturing a High Performance Organization | 2 |
| 3. Leading Change | 2 |
| Building Collaborative, Inclusive Working Relationships | 2 |
| Managing Performance and Caoching for Results | 2 |
| 21g. Functional Competencies | Competency Level |
| Consultation and Advising - Addresses issues and concerns affecting students' academic | 4 |
| performance by strictly following the consultation time schedule, responds to queries and implements | |
| interventions which result to highly satisfied clients. | |
| Critical Thinking and Problem Solving - Analyzes, computes, and interprets results by applying | 4 |
| appropriate strategies and methodology to arrive at sound decisions in a learning environment | |
| 7. Facilitating Learner-Centered Environment - Explores the fundamental principles, processes and | 4 |
| practices anchored on learner-centeredness. Applies educational theories and psychologies to | |
| facilitate various teaching-learning delivery modes to enhance learning. | |
| 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 | 1 |
| programs through information dissemination, preventive health measures and provision of therapeutic | · |
| services resulting to healthy and productive employees. | |
| 13. Use of Information and Communications Technology (ICT)- Implements the effective identification, | 3 |
| selection, acquisition, development, utilization, and protection of technologies. In accordance with the | 3 |
| mandate of the unit, that will result to efficient and effective delivery of services by ensuring | |
| 14. Innovative Instructional Materials Development- Designs and creates learning lessons, teaching- | 4 |
| 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 | 4 |
| | 4 |
| 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 | 4 |
| 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 21. Production and Entrepreneurship- Identifies issues, potentials and actual businesses by setting-up | 4 |
| enterprises for creating products from the resources of the university with the view of making profit | 7 |
| 24. Publication Writing- Develops and produces scientific article for peer-reviewed journals by utilizing | 4 |
| | .4 |
| research outputs resulting to wide dissemination of information and technology. | 4 |
| 25. Quality Assurance- Controls and improves, as necessary, the quality of | 4 |
| 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 | |
| 26. Report Writing - Prepares and produces reports and other documents such as proposals, policies, | 4 |
| 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. | |

| 27. Research Management- Identi | fies issues and potentials for further studies and generation of new | 4 |
|--|--|--|
| knowledge and technologies for th | e betterment of mankind, mother earth and the universe and | |
| conceptualizes proposals for fund | ing and conducts studies to answer questions sought to be | |
| | ies needed to improve the lives of mankind. | |
| 28. Extension Management- Identifies new knowledge and matured technologies due for adoption and | | 4 |
| implementation of target beneficiaries and conceptualizes programs, activities and projects and | | |
| implements effective transfer mec | | |
| 29. Resource Mobilization Management- Allocates limited resources in an effective manner through | | 4 |
| efficient utilization of funds, time, human and other resources to deliver respective tasks and generate | | |
| solutions to challenges in the work | place | |
| 30. Risk Management- Ensures implementation of effective identification of hazards in the workplace | | 1 |
| and develop plans on mitigation, prevention, risk preparedness and responding by conducting a | | |
| periodic safety inspection, hazard analysis and emergency drills in accordance with RA 10121 to | | |
| ensure safety of residents, faculty | and staff of any risk. | |
| 31. Occupational Health and Safe | ty Management- Ensures implementation of effective health and | 1 |
| safety of workers in the workplace through creating VSU Safety Committee and conducting seminar | | The state of the s |
| workshops such that all faculty and staff will be made aware of the importance of the health and safety | | |
| in the workplace to avoid job-relat | · | |
| 32. Sharing Expertise and Linkaging- Shares technical expertise and links with other institutions | | 4 |
| through the conduct of trainings, seminar-workshops, lectures, conferences and consultancy services | | |
| to increase knowledge, skills and | expertise of clients based on pre and post evaluations. | |
| 33. Waste Management- Impleme | ents and ensures the effective waste segregation, collection, disposal | 2 |
| through stakeholders' awareness and empowerment in accordance with Republic Act 9003 that lead | | |
| to cleaner and greener University adherence to national and international sanitation and pollution level | | |
| standards. | | |
| 22. STATEMENT OF DUTI | ES AND RESPONSIBILITIES (Technical | Competency Level |
| Percentage of Working Time | (State the duties and responsibilities here:) | |
| 25% | Prepares instructional materials, manage content of virtual classrooms | 4 |
| 25% | 2. Conduct classes and other instruction-related | 4 |
| 0=0/ | | 4 |

23. ACKNOWLEDGMENT AND ACCEPTANCE:

25%

10%

15%

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/conduct expectations contained herein.

3. Conduct research and/or extension activities

5. Assist in quality assurance activities

4. Prepare and submit scientific articles for publication

DENNIS P. PEQUE / Sept. 26, 2022 Employee's Name, Date and Signature ANATOLIO N. POLINAR/ Sept. 26, 2022 Supervisor's Name, Date and Signature

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