

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE ENAGE SUSAN (Family Name) (Given Name) (Middle Name)	
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT LEYTE STATE UNIVERSITY		3. BUREAU OR OFFICE LSU	
4. DEPT./BRANCH/DIVISION VSU Laboratory High Sch		5. WORK STATION/PLACE OF WORK LSU	
3a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO.		7a. SALARY P.A.: P 147,408.00 7b. OTHER COMPENSATION: PERA/ACA	
6b. PREV. APPRO. ACT/ BOARD RES/ ITEM NO. LS			
3. OFFICIAL DESIGNATION OF POSITION Instructor I		9. WORKING PROPOSED TITLE Instructor	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE (leave blank)	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [] CITY [] PROVINCE [] 1st [] 2nd [] 3rd [] 4th [] 5th [] 6th []			
3. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.			
Percent of Working Time :			
DUTIES			
70% - Teaching 20% - Adviser 10% - Other assignments 100%			

