

REPUBLIC OF THE PHILIPPINES
BC-CSC Form No. 1
(Position Description Form)

1. NAME OF EMPLOYEE

BORINES LUCIA MARAMARA
(Family Name) (Given Name) (Middle Name)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT
Visayas State College of Agriculture

2. BUREAU OR OFFICE

SUC

3. DEPT./BRANCH/DIVISION

Dept. of Plant Protection

5. WORK STATION//PLACE OF WORK

Baybay, Leyte

6a. PRES. APPROP.
ACT/
BOARD RES/
ORD. NO.
ITEM NO. 94-4

6b. PREV. APPRO.
ACT/
BOARD RES/
ORD. NO.
ITEM NO.

7a. SALARY P.A.

7b. OTHER COMPENSATION

₱94,888.00

8. OFFICIAL DESIGNATION OF POSITION

Associate Professor I

9. WORKING PROPOSED TITLE

Associate Professor I

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
[] [] [] [] [] []

13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attach additional sheets.

Percent of
Working Time

D U T I E S

60%

1. To teach plant Pathology, Forest Pest Control, Microbiology and biology courses.

20%

2. To act as study leader of research project: RSNA 92.014.

10%

3. To act as affiliate staff member of NARC.

5%

4. To act as subject matter specialist of Plant Pest Clinic.

5%

5. In-charge of the Department's Library.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR 15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

PO Department Head BATAN Dept. Head

Director of Instruction

16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles)

None Assistant

17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work.

Microscopes and other laboratory equipment.

18. CONTACT

19. WORKING CONDITION

	Occasional	Frequent
General Public	X	
Other Agencies	X	
Supervisors		X
Management		X
Others (Specify)		

Normal Working Condition	X
Field Work	
Field Trips	
Exposed to Varied Weather	
Others (Specify)	

20. I CERTIFY that the above answers are accurate and complete.

Oct 6, 1995

Date

Imporines

Signature of Employee

21. Describe briefly the general function of the Unit or Section.

To provide instruction, research & extension services.

22. Describe briefly the general function of the position.

Teaching, Research and Extension

To provide instruction in Plant protection courses.

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: Masteral degree in the area of specialization plus other requirements per QS of the College.

Experience: 3 years of relevant experience & 16 hours of relevant training

23b. Licenses or certificates required to do this work, if any.

None

24. I HEREBY CERTIFY that the above answers are accurate and complete.

RODOLFO A. PANINGBATAN, Ph.D.

Date

Signature and Title of Immediate Supervisor

25. APPROVED:

SAMUEL S. GO

Date

Head of Agency