

REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)		1. NAME OF EMPLOYEE <div style="display: flex; justify-content: space-between; border-top: 1px solid black; padding-top: 2px;"> GODOY FEDERICO, JR. P. </div> <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 2px;"> (Family Name) (Given Name) (Middle Name) </div>	
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT <div style="text-align: center;"> LEYTE STATE UNIVERSITY Visayas State College of Agriculture </div>		3. BUREAU OR OFFICE <div style="text-align: center;"> Leyte State University </div>	
4. DEPT./BRANCH/DIVISION <div style="text-align: center;"> PhilRooterops </div>		5. WORK STATION/PLACE OR WORK <div style="text-align: center;"> Baybay, Leyte </div>	
6a. PRES. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO.	7a. SALARY P.A.: 7b. OTHER COMPENSATION:	
8. OFFICIAL DESIGNATION OF POSITION <div style="text-align: center;"> Science Aide </div>		9. WORKING PROPOSED TITLE	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE <div style="text-align: center; font-size: small;">(leave blank)</div>	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS <div style="display: flex; justify-content: space-between;"> MUNICIPALITY [] CITY [] PROVINCE [] </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> 1ST 2ND 3RD 4TH 5TH 6TH </div>			
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		
45%	1. To set-up polycross;		
45%	2. To set-up experiment related to breeding sweetpotatoes that are good in quality, high yield; and		
10%	3. To do other functions that may be assigned by his project leader.		

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Professor III

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

Center Director

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

Roberto Bagarinao - Laborer, Jose Endrina - Laborer

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

18. CONTRACT

	Occasional	Frequent
General Public	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Supervisors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Others (Specify)	<input type="checkbox"/>	<input type="checkbox"/>

19. WORKING CONDITION

Normal Working Condition	<input checked="" type="checkbox"/>
Field Work	<input type="checkbox"/>
Field Trips	<input type="checkbox"/>
Exposed to Varied Weather	<input type="checkbox"/>
Others (Specify)	<input type="checkbox"/>

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

1-18-2002

Date

FEDERICO F. GODOY, JR.

Signature of Employees

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

To breed and screen root crops for good quality and resistance to insect pests and diseases.

22. Describe briefly the general function of the position.

To breed and screen sweetpotato genotypes for resistance to weevil and scab.

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: Completion of two years college work.

Experience: none

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

none

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

1-18-2002

Date

JOSE L. BACUSNO - Professor III

Signature and Title of Immediate Supervisor

25. APPROVED:

Date

PACIENCIA P. MILAN

Head of Agency