

REPUBLIC OF THE PHILIPPINES

BC-CSC Form No. 1

(POSITION DESCRIPTION FORM)

2. DEPARTMENT, CORPORATION OR AGENCY/
LOCAL GOVERNMENT

VISAYAS STATE COLLEGE OF AGRICULTURE

4. DEPT./BRANCH/DIVISION

Philippine Root Crop Research & Training
Center (PRCRC)

6a. PRES. APPROP. : 6b. PREV. APPROP.
ACT/BP Blg. 879 : ACT/BP Blg. 866
BOARD RES./ : BOARD RES./
ORD. NO. : ORD. NO.
ITEM NO. 28-13 : ITEM NO. 28-13

8. OFFICIAL DESIGNATION OF POSITION

Science Research Specialist

10. WAPCO CLASSIFICATION OF THIS POSITION

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: DUTIES

Working :
Time :

40% 1. To conduct indepth studies on solar dehydration, biogas generation from root crop wastes, ensiling of root crop tops and stems and thermal processing of root crop products

40% 2. To design, modify and improve root crop processing tools and equipment.

20% 3. To develop research proposals in a standard suitable for national and international funding.

14. POSITION TITLE OF IMMEDIATE SUPERVISOR

Director of Research

15. POSITION TITLE OF NEXT HIGHER SUPERVISOR

College President

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

None

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

welding machine, hydraulic press, power tools etc.

18. CONTACTS

Occasional

Frequent

General Public

Other Agencies

Supervisors

Management

Others (Specify)

19. WORKING CONDITION

Normal Working Condition

Field Work

Field Trips

Exposed to varied Weather

Others (Specify)

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

4/10/87

Date

RAMON R. ORIAS

Signature of Employee

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

To conduct research, instruction, training and extension and coordinate the national research program on root crops in the Philippines.

22. Describe briefly the general function of the position.

To conduct in depth studies on solar dehydration, biogas generation from root crop wastes.; to design, modify and improve root crop processing tools and equipment.

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: BS degree w/ specific area of specialization

Experience: plus other requirements per QS of the College

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

None required

24. I hereby certify that the above answers are accurate and complete.

4-10-87

Date

MANUEL K. PALOMAR

Signature and Title of Immediate Supervisor

25. APPROVED:

4-10-87

Date

Head of Agency