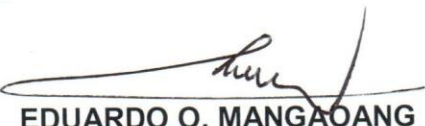




REPUBLIC OF THE PHILIPPINES BC-CSC (Position Description Form)		1. NAME OF EMPLOYEE <div>MANGAOANG EDUARDO OLIVAS</div> <div>(Family Name) (Given Name) (Middle Name)</div>	
2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT <div>Visasyas State University</div>		3. BUREAU OR OFFICE <div>SUC</div>	
4. DEPARTMENT/BRANCH/DIVISION <div>College of Forestry and Natural Resources</div>		5. WORK STATION/PLACE OF WORK <div>Visca, Baybay, Leyte</div>	
6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. ITEM NO.		7a. SALARY P.A.: <div>Php468,312.00</div>	
6b. PREV. APPRO ACT/ BOARD RES/ ORD. NO. ITEM NO. <div>PROF 3-5-1998</div>		7b. OTHER COMPENSATION <div>P 24,000.00</div>	
8. OFFICIAL DESIGNATION OF POSITION <div>Professor III</div>		9. WORKING PROPOSED TITLE <div>Professor V</div>	
10. WAPCO CLASSIFICATION OF THIS POSITION		11. OCCUPATION GROUP TITLE <div>(leave blank)</div>	
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS <div>MUNICIPALITY [] CITY [] PROVINCE []</div> <div>1st [] 2nd [] 3rd [] 4th [] 5th [] 6th []</div>			
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please attached additional sheets.			
Percent of Working Time	DUTIES		
60%	1. Teaches forestry courses.		
15	2. Prepares course syllabi.		
15	3. Performs research and extension activities.		
10	4. Perform other functions that may be assigned from time to time.		
----- 100%			

14. POSITION TITLE OF IMMEDIATE SUPERVISOR <p style="text-align: center;">Department Head</p>	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR <p style="text-align: center;">College Dean</p>																												
16. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUPERVISE (if more than (7), list only by their item nos. and titles) <p style="text-align: center;">NONE</p>																													
17. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. <p>calculator, paper, ball pen, pencil, chalk, computer & other instructional facilities</p>																													
18. CONTRACT <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="width: 20%; text-align: center;"><u>Occasional</u></th> <th style="width: 20%; text-align: center;"><u>Frequent</u></th> </tr> </thead> <tbody> <tr> <td>General Public</td> <td style="text-align: center;">[x]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Other Agencies</td> <td style="text-align: center;">[x]</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Supervisors</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[x]</td> </tr> <tr> <td>Management</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[x]</td> </tr> <tr> <td>Other (Specify)</td> <td style="text-align: center;">[]</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>		<u>Occasional</u>	<u>Frequent</u>	General Public	[x]	[]	Other Agencies	[x]	[]	Supervisors	[]	[x]	Management	[]	[x]	Other (Specify)	[]	[]	19. WORKING CONDITION <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Normal Working Condition</td> <td style="text-align: center;">[x]</td> </tr> <tr> <td>Field work</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Field Trips</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Exposed to Varied Weather</td> <td style="text-align: center;">[]</td> </tr> <tr> <td>Others Specify</td> <td style="text-align: center;">[]</td> </tr> </tbody> </table>	Normal Working Condition	[x]	Field work	[]	Field Trips	[]	Exposed to Varied Weather	[]	Others Specify	[]
	<u>Occasional</u>	<u>Frequent</u>																											
General Public	[x]	[]																											
Other Agencies	[x]	[]																											
Supervisors	[]	[x]																											
Management	[]	[x]																											
Other (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. <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%; text-align: center;"> <p><u>October 14, 2009</u> Date</p> </div> <div style="width: 45%; text-align: center;">  EDUARDO O. MANGAOANG Signature of Employee </div> </div>																													
21. Describe briefly the general function of the Unit or Section. <p>To provide instruction, research and extension services.</p>																													
22. Describe briefly the general function of the position <p>To provide instruction in Forestry courses.</p>																													
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: Ph.D. Degree Experience: 5 yrs. of relevant experience; 32 hours of relevant training.																													
23b. Licenses or certificates required to do this work, if any. <p style="text-align: center;">NONE</p>																													
24. I HEREBY CERTIFY that the above answers are accurate and complete. <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%; text-align: center;"> <p>_____ Date</p> </div> <div style="width: 45%; text-align: center;">  ARTURO E. PASA, Head, DAF Signature and Title of Immediate Supervisor </div> </div>																													
25. APPROVED <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%; text-align: center;"> <p>_____ Date</p> </div> <div style="width: 45%; text-align: center;">  JOSE L. BACUSMO Head of Agency </div> </div>																													