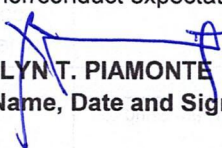



<b>Republic of the Philippines</b> <b>POSITION DESCRIPTION FORM</b> <b>DBM-CSC Form No. 1</b> (Revised Version No. 1, s. 2017)		<b>1. POSITION TITLE (as approved by authorized agency) with parenthetical title</b>  <div style="text-align: center; font-weight: bold; font-size: 1.2em;">ASSOCIATE PROFESSOR V</div>	
<b>2. ITEM NUMBER</b>  <div style="font-size: 1.2em; color: blue;">VISCAB - APRO5-20-2024</div>		<b>3. SALARY GRADE</b>  <div style="text-align: center;">SG 23</div>	
<b>4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS</b>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <input type="checkbox"/> Province  <input checked="" type="checkbox"/> City  <input type="checkbox"/> Municipality         </div> <div style="width: 30%;"> <input type="checkbox"/> 1st Class  <input type="checkbox"/> 2nd Class  <input type="checkbox"/> 3rd Class  <input type="checkbox"/> 4th Class         </div> <div style="width: 30%;"> <input type="checkbox"/> 5th Class  <input type="checkbox"/> 6th Class  <input type="checkbox"/> Special         </div> </div>			
<b>5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT</b>		<b>6. BUREAU OR OFFICE</b>	
STATE UNIVERSITY AND COLLEGES		VISAYAS STATE UNIVERSITY	
<b>7. DEPARTMENT / BRANCH / DIVISION</b>		<b>8. WORKSTATION / PLACE OF WORK</b>	
DEPARTMENT OF PEST MANAGEMENT		VSU, BAYBAY CITY, LEYTE	
<b>9. PRESENT APPROP</b>	<b>10. PREVIOUS APPROP ACT</b>	<b>11. SALARY AUTHORIZED</b>	<b>12. OTHER COMPENSATION</b>
		80,003.00	ACA/PERA P2,000.00
<b>13. POSITION TITLE OF IMMEDIATE SUPERVISOR</b>		<b>14. POSITION TITLE OF NEXT HIGHER SUPERVISOR</b>	
Dean, College of Agriculture and Food Sceince		Vice President for Academic Affairs	
<b>15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED</b> <i>(if more than seven (7) list only by their item numbers and titles)</i>			
POSITION TITLE		ITEM NUMBER	
<b>16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK</b>			
Computer, printer, laptop, projector, compound microscope, PCR thermal cycler, microcentrifuge, gel documentation system			
<b>17. CONTACTS / CLIENTS / STAKEHOLDERS</b>			
<b>17a. Internal</b>	<b>Occasional</b>	<b>Frequent</b>	<b>17b. External</b>
Executive / Managerial Supervisors Non-Supervisors Staff	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Occasional</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <b>Frequent</b> <input type="checkbox"/> <input type="checkbox"/>
		General Public Other Agencies Others (Please Specify): admin offices	
<b>18. WORKING CONDITION</b>			
Office Work		<input checked="" type="checkbox"/>	Other/s (Please Specify)
Field Work		<input checked="" type="checkbox"/>	Laboratory and Research Work
<b>19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION</b>			
To conduct instruction, research, extension, production, and innovation			
<b>20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)</b>			
To conduct instruction, research, extension, production, and innovation			
<b>21. QUALIFICATION STANDARDS</b>			
<b>21a. Education</b>	<b>21b. Experience</b>	<b>21c. Training</b>	<b>21d. Eligibility</b>
Relevant Masteral degree	3 years of relevant experience	16 hours of relevant training	NONE REQUIRED except for courses with board exam wherein RA1080 is required
<b>21e. Core Competencies</b>			<b>Competency Level</b>
1. Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office			3
2. Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer satisfaction			3
3. Communication Savvy - Effectively delivers messages that simply focus on facts or information;			3



4. Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results	3															
5. Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, behaviour and style appropriately in dealing with change.	3															
6. Gender-responsive management - Promotes gender equality and women empowerment to address gender-related problems	3															
<b>21f. Functional Competencies</b>	<b>Competency Level</b>															
1. Facilitating Learner Centered Environment Applies theories and psychologies to facilitate various teaching-learning delivery modes to enhance learning.	4															
2. Innovative Learning Strategies - Adopts principles and develops teaching strategies by designing outcomes-based course syllabi to adapt to the changing educational landscape.	4															
3. Innovative Instructional Materials Development - Designs and creates learning lessons, teaching-learning experiences that utilize innovative technologies in various learning environment.	4															
4. Filipino Values Restoration- Revitalizes desirable Filipino values that are pro-God, pro-people, and pro-nature.	4															
5. Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research outputs.	4															
<b>21g. Technical Competencies</b>	<b>Competency Level</b>															
Provides support and technical services for Pest Management faculty and staff.	4															
<b>22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)</b>	<b>Competency Level</b>															
<table border="1"> <thead> <tr> <th>Percentage of Working Time</th> <th>(State the duties and responsibilities here:)</th> <th></th> </tr> </thead> <tbody> <tr> <td>40%</td> <td>1. Teaches assigned subjects and performs other teaching related functions, among others, the following: a.) Prepares and revised teaching materials/guides and submit to department head; b) Prepares, gives and checks examinations (mid/final/long/quizzes) and returns to students one week after examination; and c.) Submits grade sheets within prescribed period, and makes himself available for consultation</td> <td>4</td> </tr> <tr> <td>30%</td> <td>2. Performs research and/or innovation functions, among others the following: a.) Prepares research/innovation proposals; b) Implements duly approved research/innovation projects within time frame; c. Prepares reports, presents outputs in scientific fora, and patent/ publish findings</td> <td>4</td> </tr> <tr> <td>20%</td> <td>3. Performs extension and/or production functions, among others the following: a.) Prepares extension/production proposals; b.) Implements duly approved extension/production projects within time frame; c.) Prepares reports, presents outputs in appropriate fora, publish findings</td> <td>4</td> </tr> <tr> <td>10%</td> <td>4. Performs administrative other functions, among others: a.) Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions and b.) Performs other functions assigned by the immediate head, College Dean, Vice Presidents and the University President</td> <td>4</td> </tr> </tbody> </table>	Percentage of Working Time	(State the duties and responsibilities here:)		40%	1. Teaches assigned subjects and performs other teaching related functions, among others, the following: a.) Prepares and revised teaching materials/guides and submit to department head; b) Prepares, gives and checks examinations (mid/final/long/quizzes) and returns to students one week after examination; and c.) Submits grade sheets within prescribed period, and makes himself available for consultation	4	30%	2. Performs research and/or innovation functions, among others the following: a.) Prepares research/innovation proposals; b) Implements duly approved research/innovation projects within time frame; c. Prepares reports, presents outputs in scientific fora, and patent/ publish findings	4	20%	3. Performs extension and/or production functions, among others the following: a.) Prepares extension/production proposals; b.) Implements duly approved extension/production projects within time frame; c.) Prepares reports, presents outputs in appropriate fora, publish findings	4	10%	4. Performs administrative other functions, among others: a.) Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions and b.) Performs other functions assigned by the immediate head, College Dean, Vice Presidents and the University President	4	
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<b>23. ACKNOWLEDGMENT AND ACCEPTANCE:</b>																
<p>I have received a copy of this position description. It has been discussed with me and I have freely chosen to comply with the performance and behavior/conduct expectations contained herein.</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">   <b>ROBELYN T. PIAMONTE</b>  Employee's Name, Date and Signature </div> <div style="text-align: center;">   <b>VICTOR B ASIO</b>  Supervisor's Name, Date and Signature </div> </div>																