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18. NAMES, TITLES AND ITEM NOS. OF THOSE YOU DIRECTLY SUMERMISE(7) list only by their item nos. and titles) 7. MACHINES, EQUIPMENT, TOOLS, etc. used regularly in performance of work. a. Firesum b. Handheld radio c.flashlight d. handouffs o.whistle CONTACT 19. WORKING CONDITION Occasional Frequent Normal Working Condition General Public Field work * Other Agencies Field Trips X. [] [] Supervisors Exposed to Varied Weather (x) x] Management [] Other's (Specify) [] [] Others (Specify) 20. I CERTIFY that the above answers are accurate and complete TAMLE Signature of Employee Describe briefly the general function of the Unit or Section. Maintain the peace and order of the VSU Describe briefly the general function of the position. To secure lives and properties of VSW 23.a 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: High School Graduate 100 1 Experience: 1 year of relevant experience; 4 hours of relevant training. 23b. Licenses or certificates required to do this work, Security Guard Licensed HEREBY CERTIFY that the above answers are accurate and complete. GUMADD Date Signature and Title of Immediate Supervisor PPROVED JOSE L. BACUSI Date lead of Agenc

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

SECURITY OFFICER I

SUPERVISOR

CHIEF SECURITY OFFICES