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| REPUBLIC OF THE PHILIPPINES<br>BC-CSC Form No. 1<br>(Position Description Form)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                   | 1. NAME OF EMPLOYEE<br><div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span><u>Loreto</u></span> <span><u>Epifania</u></span> <span><u>Garcia</u></span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>(Family Name)</span> <span>(Given Name)</span> <span>(Middle Name)</span> </div> |                        |
| 2. DEPARTMENT, CORPORATION OR AGENCY/<br>LOCAL GOVERNMENT<br>Visayas State College of Agriculture                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                   | 2. BUREAU OR OFFICE<br>State Universities & Colleges                                                                                                                                                                                                                                                                                                                |                        |
| 3. DEPT./BRANCH/DIVISION<br>Dept. of Ag. Engineering & Applied Mathematics                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                   | 5. WORK STATION//PLACE OF WORK<br>Baybay, Leyte                                                                                                                                                                                                                                                                                                                     |                        |
| 6a. PRES. APPROP.<br>ACT/<br>BOARD RES/<br>ORD. NO.<br>ITEM NO. <b>93-12</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 6b. PREV. APPRO.<br>ACT/<br>BOARD RES/<br>ORD. NO.<br>ITEM NO.    | 7a. SALARY P.A.<br><br><b>P65,832.00</b>                                                                                                                                                                                                                                                                                                                            | 7b. OTHER COMPENSATION |
| 8. OFFICIAL DESIGNATION OF POSITION<br><br><b>Assistant Professor II</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                   | 9. WORKING PROPOSED TITLE<br><br><b>Assistant Professor II</b>                                                                                                                                                                                                                                                                                                      |                        |
| 10. WAPCO CLASSIFICATION OF THIS POSITION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                   | 11. OCCUPATION GROUP TITLE<br>(leave blank)                                                                                                                                                                                                                                                                                                                         |                        |
| 12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS<br><div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;">             MUNICIPALITY [ ]         </div> <div style="text-align: center;">             CITY [ ]         </div> <div style="text-align: center;">             PROVINCE [ ]         </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;">             1st<br/>[ ]         </div> <div style="text-align: center;">             2nd<br/>[ ]         </div> <div style="text-align: center;">             3rd<br/>[ ]         </div> <div style="text-align: center;">             4th<br/>[ ]         </div> <div style="text-align: center;">             5th<br/>[ ]         </div> <div style="text-align: center;">             6th<br/>[ ]         </div> </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                                                       |                                                                                                                                                                                                                                                                                                                                                                     |                        |
| 80%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Teaches agricultural engineering courses and mathematics courses. |                                                                                                                                                                                                                                                                                                                                                                     |                        |
| 20%                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Do other duties assigned by the department head/supervisor.       |                                                                                                                                                                                                                                                                                                                                                                     |                        |

