


Republic of the Philippines  
VISAYAS STATE UNIVERSITY  
Visca, Baybay, Leyte

**JOB ORDER**

NAME	DESIGNATION	RATE/MONTH	PERIOD OF EMPLOYMENT		FUNDING	OFFICE ASSIGNMENT	ACKNOWLEDG
			FROM	TO			
CALUMBA, JUSFER	Laborer	9,500.00	Jan. 1, 2022	Jan. 15, 2022	20201050-10.6.20	PhilRootcrops	

JOB DESCRIPTION: (use another sheet if necessary)


1. Maintain experimental field
2. Weeding and watering of plants in the field
3. Assists in the maintenance of greenhouse and TCL vicinities
4. Assists in the potting out of tissue culture rootcrops
5. Do other duties to be assigned by the project leader

This said job order shall automatically cease upon expiration as stipulated above, unless renewed. However, services of any or all the above named can be terminated prior to the expiration of this Job Order for lack of funds or when their services are no longer needed. Furthermore, the services rendered hereunder is not considered or will be accredited as government service.

Prepared by:

Requested by:

Certified as the existence of  
Appropriation/Obligation:

  
**IMELDA A. TIDOY**  
Name and Signature

  
**LISA L. ARCE**  
Asst. Dir., PhilRootcrops

**EDGARDO E. TULIN**  
Director, PhilRootcrops

**NICK FREDDY R. BELLO**  
OIC Head, Accounting Office

Certified that appointment is in order and proper:

Recommending Approval:

APPROVED:

**JENNIFER E. ANDO**  
OIC Head, RSPPRO

**MARIA JULIET C. CENIZA**  
VP for Res., Extn & Innovation

**EDGARDO E. TULIN**  
University President