

Actualizing visions.
Harnessing potentials.
Improving lives.

Republic of the Philippines
NORTHWEST SAMAR STATE UNIVERSITY
COLLEGE OF AGRICULTURE AND TECHNOLOGY
Main Campus, Calbayog City



SUMMARY OF PERFORMANCE RATING FOR FACULTY

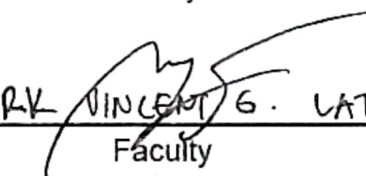
Name of Faculty : MARK VINCENT G. LATRAS
Supervisor : LORELIE F. TANGARAN, D.M.
College/ Department : College of Agriculture and Technology
Semester : Second Semester
School Year : 2022-2023

Evaluator	Rating
A. Student	99.18
B. Supervisor	92

Evaluated by:


LORELIE F. TANGARAN, D.M.
Dean, CAT

Signature of Faculty/Conformee:


MARK VINCENT G. LATRAS
Faculty

Date:

Date:

Northwest Samar State University
HUMAN RESOURCE MANAGEMENT OFFICE
**CERTIFIED TRUE COPY
FROM THE ORIGINAL**


MARIA JONA V. TY
Administrative Officer V
(HRMO III)

Date: _____



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SUMMARY OF PERFORMANCE RATING FOR FACULTY

Name of Faculty : MARK VINCENT G. LATRAS
Supervisor : LORELIE F. TANGARAN, D.M.
College/ Department : College of Agriculture and Technology
Semester : Second Semester
School Year : 2021-2022

Evaluator	Rating	Weight	Weighted Points
A. Self	92	0.2	18.4
B. Peer	97	0.2	19.4
C. Student	87.33	0.3	26.2
D. Supervisor	84	0.3	25.2
Weighted Rating	89.2		
Descriptive Equivalent	VS		

Descriptive Equivalent of Numerical Rating

Scale	
91 – 100	Outstanding (O)
71 – 90	Very Satisfactory (VS)
51 – 70	Satisfactory (S)
31 – 50	Unsatisfactory (US)
10 – 30	Poor (P)

Evaluated by:

LORELIE F. TANGARAN, D.M.

Dean, CAT

Date:

Signature of Faculty/Conformee:
HUMAN RESOURCE MANAGEMENT OFFICE
CERTIFIED TRUE COPY
FROM THE ORIGINAL

MARIA JONA V. TY
Administrative Officer V
(HRMO III)

Date:

Date:

Faculty



SERVICE RECORD

NAME: LATRAS MARK VINCENT GOFREDO (If married woman, give also full maiden name)
(Surname) (Given Name) (Middle Name)

BIRTH: 10/07/1993 Pomponan, Baybay, Leyte (Date herein should be checked from birth or baptismal certificate or some other reliable documents)
(Date) (Place)

GSIS POLICY NO. _____

This is to certify that the employee hereinabove actually rendered services in this department as shown by the service record below, each line of which is supported by appointment and other papers actually issued by this department and approved by the authorities concerned:

RECORD OF SERVICE		RECORD OF APPOINTMENT			OFFICE/ENTITY		L/ABS W/O PAY	SEPARATION	
FROM	TO	DESIGNATION	Status	Annual Salary	Station Place of Assignment	Branch		Dates	Cause
02-18-20	12-31-20	Instructor I	Permanent	293,940.00	NwSSU	National	03/09-11/2020	Original	
01-01-21	12-31-21	-do-	-do-	312,624.00	-do-	-do-	=3 days	Sal.Adj.per NBC#584	
01-01-22	12-31-22	-do-	-do-	331,296.00	-do-	-do-	None	Sal.Adj.per NBC#588	
01-01-23	02-17-23	-do-	-do-	349,980.00	-do-	-do-	-do-	Sal.Adj.per NBC#591	
02-18-23	Present	-do-	-do-	353,388.00	-do-	-do-	-do-	Step Increment	
----- STILL IN THE SERVICE -----									
							Total: 3 days		

Issued in compliance with Executive Order No.54, dated August 10,1954, and in accordance with Circular No.58, dated August 10, 1954, of the Government Service Insurance System.

Northwest Samar State University
HUMAN RESOURCE MANAGEMENT OFFICER MARIA JONA V. TY
CERTIFIED TRUE COPY Name of Authorized Official
FROM THE ORIGINAL Administrative Officer V / HRMO
Designation

August 14, 2023
(Date)

MARIA JONA V. TY
Administrative Officer V
(HRMO III)
Date: _____

20 BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)

Demonstrate a thorough and accurate knowledge of his/her area of specialization, teach & educate students appropriate to his/her area of specialization, evaluate student's learning & engage in research & extension activities.

21. QUALIFICATION STANDARDS

21a. Education	21b. Experience	21c. Training	21d. Eligibility
Master's degree in area of specialization	None required	None required	RA 1080 (Agriculturist)

21e. Core Competencies	Competency Level
Resilient, of integrity, delivers excellent service	

21f. Leadership Competencies	Competency Level

22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)

Percentage of Working Time	(State the duties and responsibilities here:)	Competency Level
80%	Teaches subjects in accordance with his area of specialization, prepares & correct test materials & exercises, tries out innovative techniques for improvement of instruction & learning processes, help & assist students in the conduct of researches relevant to their studies.	Intermediate
10%	Engage in research projects and other scholarly research activities in line with his field of specialization.	Basic
10%	Engage in extension activities related to chosen field of specialization & disseminate extension outputs to stakeholders.	Basic
100%		

23. ACKNOWLEDGMENT AND ACCEPTANCE:

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.

Northwest Samar State University
HUMAN RESOURCE MANAGEMENT OFFICE
MARK VINCENT G. LATRAS 2/18/2020
Employee's Name, Date and Signature
CERTIFIED TRUE COPY
FROM THE ORIGINAL
CARMANDO A. ALVIOLA, Ph.D. 2/18/2020
Supervisor's Name, Date and Signature

MARIA JONA V. TY
Administrative Officer V
(HRMO III)

Date: _____