1089	a his despit		1. POSITION TITLE (as a prized by DBM)				
	EPUBLIC OF THE PHILIPPINES OB DESCRIPTION FORM		Associate Prof. 2				
2. ITEM NO.:	PR02-49-	2016	3. SALARY GRADE: 26				
			IMENT UNIT AND CLASS	eid mi	concidentation of	For all	
() provincial () city () municipality	contraction and	() 1* class () 2nd class () 3rd class () 4th class	() 5th class () 6th class () Special	S	endering o Auro Proteing o Auro	SBUT	
5. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT			6. BUREAU OR OFFICE				
VIS	AYAS STATE UNIVER	RSITY	and the state of t			er (refer all Control of the Control	
7. DEPARTMENT/BRANCH/DIVISION			8. WORKSTATION/PLACE OF WORK				
Indiana 1			VSU , Baybay				
9. PRES, APPROP AC	PRES, APPROP ACT 1. PREV. APPROP ACT		11. SALARY AUTHORIZED		12. OTHER		
a service of the control	tion of a party of the same of	\$519,000 ACA PERA					
13. POSITION TITLE OF IMMEDIATE SUPERVISOR			14. POSITION TITLE OF NEXT HIGHER SUPERVISOR			R	
pepartment Head			College Dean				
15. POSITION TITLE A	ND ITEM OF THOSE	DIRECTLY SUPERVISI	ED to bond the same and	1,2916.1	piidu '	Augustian and a second	
(if more than s	even (7) list only by t	heir item numbers and	titles) None				
16 MACHINE, EQUIPM	MENT, TOOLS ETC., U	JSED REGULARLY IN	PERFORMANCE OF WORK		19-17		
Trees of Land	Other to the second	we company (2000) a year	erindus ardi etindapandi.		SEESB.		
47 00174070(015)	TOOTA VELOU DED			Glass Ste			
17. CONTACTS/CLIEN	15/51AKEHOLDER	TO THE REAL PROPERTY.	trumer setti i sirkingerkilga	mid st.:	ata sa		
17a. Internal	Occasional	Frequent	17b. External	Occasio	onal Frequ	to the second se	
Executive/Managerial Supervisors Non Supervisors Staff			General Public Other Agencies Others (Please specify: Admin Offfices	5.50		(x) (x)	
18. WORKING CONDI	TION	ej e narbusea e arta	Million Committee Committe		DY 1 2.7		
. Office Work	A CONTRACTOR OF THE STATE OF	(x)	Other/s (Please Specify)	egoveni egoveni	070		
Field Work		()			Sun co		
19. BRIEF DESCRIPT	ON OF THE GENERA	AL FUNCTION OF THE	UNIT OR SECTION	HEEL DE	nna94 s.P		
	Implements the appro	oved degree programs a	and do research, extension and	production	functions		
20. BRIEF DESCRIPTI	ON OF THE GENERA	L FUNCTION OF THE	POSITION (Job Summary)	desemble desemble		0	
Performs ins 21. QUALIFICATON ST		d extension functions of	the department.	180131-0	et ici		
21a. Education	21b. Exp	perience	21c. Training		21d. Eligibility		
Masteral degree in the needed field of specialization		None required		None required			
21e. CORE COMPETE	NCIES		a care or several balan	apin es apine sus	on transported and of the group to bee	Competen cy Level	
1. Exemplifyin			SEWS TO	a de la consta	and a state of	ore personal	
Acknowledges and respects authority and demonstrates readiness in accepting and complying with rules							
 Delivering Service Excellence Complies with CSC's established standards of delivery or service level agreements and delivers explicit requirements of 						1	
ćustomers. 3. Solving Problems and Making Decisions					1		

solutions a	imely solutions to prospect and decision dilemmas that have clearcut options and cices and whose are available and can be accessed from a database or gleaned from an existing policy or process.	Competen			
	RAIGHT COTH TO SEE THE	cy Level			
	rating Personal Effectiveness – Responds effectively to guidelines & feedback on one's performance, and learning discipline.	1			
Speaking Effectively – Effectively delivers messages that simply focus on data, facts or information & requires minimal preparation or can be supported by available communication materials					
3. Writing E	iffectively - Refers to and/or uses existing communication materials or templates to produce own	1030			
written wo	rk .	TOP SE			
4. Champio	ning & applying innovation - Demonstrates an awareness of basic principles of innovation.	Mayor 1			
21g. TECHNICAL C	OMPETENCIES A VALORIDADES A SECURITARIO DE LA TRABASSICIONAL A SECURITARIO DE LA TEMPORA DE LA CONTRA DE	Competency			
22. STATEMENT C	F DUTIES AND RESPONSIBILITIES (Technical Competencies)	Competency			
	TO THE TEST OF CHOISIEF IES (FOOTHINGE COMPETCHICLES)	Level			
Percent of	BHICE CONSTRUCTOR PRODUCTOR OF THE CONSTRUCTOR OF T	14.253) - 8			
Working Time	DUTIES				
15%	 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 and gives examinations (mid/final/long/quizzes)	NEO-E-			
	c. Checks test papers and returns to students one week after examination				
	d. Submits grade sheets within prescribed period to the Registrar through the department				
	e. Turns over class records to department heads within two weeks after final examination				
nation of the second	f. Makes himself available for consultation by his/her students during scheduled consultation hours				
10%	2. Performs research and/or extension functions, among others the following:				
100	a. Prepares research/extension proposals				
(4)	 b. Implements duly approved research/extension projects within approved time frame 				
	c. Prepares and prepares reports within the prescribed period				
	d. Presents research/extension outputs during conferences/fora of legitimate professional organizations				
	e. Submits output for possible publication/patenting	多数是相及			
70%	3. Performs administrative functions (if applicable)	HEAR WELL			
	4. Performs other functions, among others:				
	a. Performs functions relative to committee memberships and other ad hoc				
5%	assignments including related to quality assurance and other accreditation functions	71 \$2(1A, 4) \$			
- X80	b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President	GOTHAN GOTAN			
140	TOTAL TERRETORIAL TERRETORIAL TRANSPORTER TOTAL	AD BRESKI			
23. ACKNOWLED	GMENT AND ACCEPTANCE				
rankamoros (S.	a copy of this job description. It has been discussed with me and I have freely chosen to comply with the perform	ance and			
CALLED A STATE OF THE STATE OF	act goperations contained herein.	on loo untu			
	Probela				
KOS A	RIN P. ABELA, 1/27/17 ee's Name, Date and Signature LIJUERA CUADRA Supervisor's Name, Date and Signature	(art 5 c			