

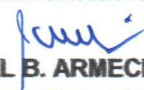
Republic of the Philippines POSITION DESCRIPTION FORM DBM-CSC Form No. 1 (Revised Version No. 1, s. 2017)		1. POSITION TITLE (as approved by authorized agency) with parenthetical title <p style="text-align: center;">Professor IV</p>	
2. ITEM NUMBER		3. SALARY GRADE	
		SG-27	
4. FOR LOCAL GOVERNMENT POSITION, ENUMERATE GOVERNMENTAL UNIT AND CLASS			
<input type="checkbox"/> Province <input checked="" type="checkbox"/> City <input type="checkbox"/> Municipality		<input checked="" type="checkbox"/> 1st Class <input type="checkbox"/> 2nd Class <input type="checkbox"/> 3rd Class <input type="checkbox"/> 4th Class	
		<input type="checkbox"/> 5th Class <input type="checkbox"/> 6th Class <input type="checkbox"/> Special	
5. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNMENT		6. BUREAU OR OFFICE	
VISAYAS STATE UNIVERSITY		OFFICE OF THE PRESIDENT	
7. DEPARTMENT / BRANCH / DIVISION		8. WORKSTATION / PLACE OF WORK	
NATIONAL ABACA RESEARCH CENTER		VSU, BAYBAY CITY, LEYTE	
9. PRESENT APPROP ACT	10. PREVIOUS APPROP ACT	11. SALARY AUTHORIZED	12. OTHER COMPENSATION
			ACA/PERA P2,000.00
13. POSITION TITLE OF IMMEDIATE SUPERVISOR		14. POSITION TITLE OF NEXT HIGHER SUPERVISOR	
VICE-PRESIDENT FOR RESEARCH & EXTENSION		PRESIDENT	
15. POSITION TITLE, AND ITEM OF THOSE DIRECTLY SUPERVISED			
<i>(if more than seven (7) list only by their item numbers and titles)</i>			
POSITION TITLE		ITEM NUMBER	
16. MACHINE, EQUIPMENT, TOOLS, ETC., USED REGULARLY IN PERFORMANCE OF WORK			
Computer, printer, laptop, projector, aircons, digital camera, Spectrophotometer, fumehood, pH meter, digester, balances (analytical and top loading), etc.			
17. CONTACTS / CLIENTS / STAKEHOLDERS			
17a. Internal		17b. External	
Occasional	Frequent	Occasional	Frequent
Executive / Managerial	<input checked="" type="checkbox"/>	General Public	<input checked="" type="checkbox"/>
Supervisors	<input checked="" type="checkbox"/>	Other Agencies	<input type="checkbox"/>
Non-Supervisors	<input checked="" type="checkbox"/>	Others (Please Specify):	<input type="checkbox"/>
Staff	<input checked="" type="checkbox"/>		
18. WORKING CONDITION			
Office Work	<input checked="" type="checkbox"/>	Other/s (Please Specify)	
Field Work	<input checked="" type="checkbox"/>		
19. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE UNIT OR SECTION			
Conducts research and extension activities on natural and integrated farming system.			
20. BRIEF DESCRIPTION OF THE GENERAL FUNCTION OF THE POSITION (Job Summary)			
Acts as lecturer to graduate and undergraduate subjects related to soil science, and conduct research and extension activities on natural/integrated farming system focusing on abaca, vegetables, and other economically important crops.			

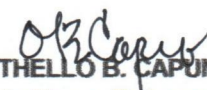
21. QUALIFICATION STANDARDS			
21a. Education	21b. Experience	21c. Training	21d. Eligibility
Relevant doctorate degree	5 yrs of relevant experience	32 hours of relevant training	None required
21e. Core Competencies			Competency Level
1. Exemplifying Integrity and Professionalism - demonstrates high standards of professional behaviour, adhering to ethical as well as moral principles, values, and standards of public office			4
2. Delivering Service Excellence - Complies with VSU's established standards of service delivery for customer satisfaction			4
3. Communication Savy - Effectively delivers messages that simply focus on facts or information;			4
4. Interpersonal relationship management - Effectively communicates and interacts with colleagues, customers and clients, and work well in a team to achieve results			4
5. Change Adaptation - Works effectively with a variety of people and situations and adapts one's thinking, behaviour and style appropriately in dealing with change.			4
6. Gender-responsive management - Promotes gender equality and women empowerment to address gender-related problems			4
21f. Functional Competencies			Competency Level
F3. Consultation and Advising - Addresses issues and concerns affecting students' academic performance by strictly following the consultation time schedule, responds to queries and implements interventions which result to highly satisfied clients.			4
F4. Critical Thinking and Problem-solving - Analyzes, computes, and interprets results by applying appropriate strategies and methodology to arrive at sound decisions in a learning environment.			4
F7. Facilitating Learner-Centered Environment - Applies theories and psychologies to facilitate various teaching-learning delivery modes to enhance learning.			4
F14. IEC Materials Development			4
F19. Peer Monitoring - Develops and equips junior faculty for higher level position through learning by observing and doing; collaborative teaching, research and extension activities; partnership in writing publications and participation in conferences and technical fora, so that VSU's academic excellence will be sustained.			4
F22. Production and Entrepreneurship - Identifies issues, potentials and actual businesses by setting-up enterprises for creating products from the resources of the university with the view of making profit from these products			4
F25. Publication Writing - Develops and produces scientific article for peer-reviewed journals by utilizing research outputs.			4
F27. Report Writing - Prepares and produces reports and other documents such as proposals, policies, guidelines or procedures and manuals in a clear, concise and coherent manner and in accordance with VSU standards that ensures proper documentation and presentation of information for an effective and efficient information utilization and management.			4
F28. Research Development Extension Management - Identifies issues and potentials for further studies and generation of new knowledge and technologies for the betterment of mankind, mother earth and the universe and conceptualizes proposals for funding and conducts studies to answer questions sought to be answered or maximizes technologies needed to improve the lives of mankind.; Identifies new knowledge and matured technologies due for adoption and implementation of target beneficiaries and conceptualizes programs, activities and projects and implements effective transfer mechanisms and strategies.			4

22. STATEMENT OF DUTIES AND RESPONSIBILITIES (Technical Competencies)		Competency Level
Percentage of Working Time	(State the duties and responsibilities here:)	
40%	1. Teaches assigned assigned graduate and undereaduate subjects and serves as adviser/member of the advisory committee of student thesis. a. Prepares and revised teaching materials. b. Prepares and administers performance evaluation of students (quizzes/long/midterm/final examinations). c. Checks examination papers and returns to students one week after examination. d. Checks thesis outline/manuscripts and return to students three days after submission. e. Submits grade sheets to the Registrar through the department head/college dean within the prescribed period. f. Makes himself available for consultation by students during consultation period	2
40%	2. Performs research and/or extension functions. a. Prepares research/extension proposals. b. Implements duly approved research/extension project within the prescribed time frame. c. Prepares and subfmrts reports within the prescribed period. d. Presents research/extension outputs during conferences/fora of legitimate professional organizations. e. Submits output for possible publication to peer-reviewed journals. f. Serves as respurce person to various trainigs and other related activities.	2
15%	3. Performs administrative functions (Director of Eco-FARMI)	2
5%	4. Performs other functions: A. Serves as chairman/member of university and institute/research center committees. b. Performs other functions assigned by the Director of NARC, Head of the Department of Soil Science, Vice-President for Research and Extension, and the University President.	2

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.


ROMEL B. ARMECIN
 Employee's Name, Date and Signature


OTHELLO B. CAPUNO
 Supervisor's Name, Date and Signature