BC-CSC Form No. 1 (Position Description Form) 2. DEPARTMENT, CORPORATION OR AGENCY LOCAL GOVERNMENT VISAYAS STATE UNIVERSITY, Baybay City, Leyte 4. DEPT. / BRANCH / DIVISION Department of Science Education 6a. PRES. APPRO. ACT/ BOARD RES/ ORD. NO. BC-CSC Form No. 1 (Family Name) (Given Name) (Middle Name) 3. BUREAU OR OFFICE VSU 5 WORK STATION/PLACE OF WORK VSU 7a. SALARY P.A. P 200, 712.00 7b. OTHER COMPENSATION PERA/ACA P 24, The compensation of Position 9 WORKING PROPOSED TITLE
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). WAPCO CLASSIFICATION OF THIS POSITION 11 OCCUPATION GROUP TITLE
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FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS
MUNICIPALITY[] PROVINCE[]
1st 2nd 3rd 4th 5th 6th
[1] Success [2] to Dig to Deliver the Design of the Design
85% 1. Teaches assigned subject and performs other teaching related functions, among others are the following: a) Prepared teaching materials/guides and submit to department head b) Conducts examination (mid/final/long hours/quizzes) c) Checks test papers and return 1 week after exam d) Submits grade sheet and turn over class records to department head two weeks after final examination
5% 2. Member in different committees
5% 3. Participate in the co-curricular activities
5% 4. Perform other functions assigned by the Department Head
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14. POSITION TITLE OF IMMEDIATE SUPERVISOR Department Head	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR DEAN		
16. NAMES, TITLES, AND ITEM NOS. OF THOSE YO	DU DIRECTLY SUPERVISE (If more than	(7) list	
only by their item nos. and titles)		4 THE RIM (5) DAY	
Students		CREATE UNAVERS	
17. MACHINES, EQUIPMENT, TOOLS, etc. used regu	ularly in performance of work.	Terriphic Linux.co	
Computer, Printer, Overhead projector, LCD, DN		· Twisting to consider and	
	ALCOHOL SPRING		
18. CONTACT	19. WORKING CONDITION		
Occasional Frequent	Normal Working Condition	[X]	
General Publi []	Field Work	[]	
Other Agencia [X]	Field Trips	[]	
Supervisors [] [X]	Exposed to Varied Weather		
Management [] []	Other's (Specify)	[]	
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20. I CERTIFY that the above answers are accurate at	nd complete		
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Sept. 29, 2010	THE PARTY OF THE P		
Date	Signature of Employee		
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21. Describe briefly the general function of the Un Instruction, Research and Extension work		38 and astrono to trave	
22. Describe briefly the general function of the portage of the po		-46	
23.a. Indicate the required qualifications by years vacancy for this position. (Keep the position incumbent. This item should be filled for all Education: Bachelor of Secondary Education	in mind rather than the qualifiaction opositions other than teaching.)	The state of the s	
Experience:			
	talia in the state of the state	and the second section of the	
23.b. Licenses or certificates required to do this w	vork, if any.	inc triflinante a president and	
24. I HEREBY CERTIFY that the above answers	are accurate and complete		
24. THEREBY OURTH I that the above unswers	Halaber		
Sept. 29, 2010	DOLORES L. ALCOBER, D	EAN CE	
Date	Signatue and Title of Immediate		
Date	Supervisor	Juliato	
25. APPROVED	1	and the same of th	
	/ TOOK TO THE WAY		
	JOSE L. BACUSMO		
Date	Head of Agency		