REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1	1. NAME OF EMPLOYEE
(Position Description Form)	CASANG GAPAN MANUEL EME
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT	(Family Name) (Given Name) (Middle Name) 3. BUREAU OR OFFICE
Visayas State University, Baybay City, Leyte	College of Engineering
Dept. of Agricultural Engineering	5. WORK STATION/PLACE OF WORK DAE, VSU
6a. PRES. APPRO. 6b. PREV. APPRO ACT/ BOARD RES/ BOARD RES/	7a. SALARY P.A.:
ORD. NO. ORD. NO. ITEM NO.	7b. OTHER COMPENSATION: P 24,000.00
8. OFFICIAL DESIGNATION OF POSITION ASSOC. Professor 2	9. WORKING PROPOSED TITLE
10. WAPCO CLASSIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE (leave blank)
1st 2nd 3rd 4th [] [] [] 13. STATEMENT OF DUTIES AND RESPONSIBILITIES. attached additional sheets.	
Percent of : Norking Time: DUTIE	September 11 Asia
85% 1. Teaches assigned subject and performs among others the following: a) Prepared teaching materials/guide b) Conducts examination (mid/final/1) c) Checks test papers and return 1 w	other teaching related functions, as and submit to department head.
two weeks after final examination	on.
5% 2. Member in different committees. 5% 3. Participate in the co-curricular acti	vities
5% 4. Perform other functions assigned by t	he Department Head
KRTHURTT. TAMBONG	Feb. 27, 2015

14.	POSITION TITLE OF IMMEDIATE SUPERVISOR	15 POSTTION TITLE OF MINT WAR
	Dept. Head	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
	TOPI. Made	College Dean
6.	NAMES, TITLES AND ITEM NOS. OF THOSE YOU by their item nos. and titles)	DIRECTLY SUPERVISE (if more than (7) list or
	of dieli item nos. and titles)	(II more than (/), list on
7. Ca	MACHINES, EQUIPMENT, TOOLS, etc. used reg omputer, Overhead Projector, Calculat	or, Surveying equipt., farm machine
8.	CONTRACT	19. WORKING CONDITION
	General Public X Frequent Other Agencies X Supervisors	Normal Working Condition [X] Field Work [] Field Trips
	Management [X] [] Other (Specify) []	Exposed to Varied Weather [] Others (Specify) []
).	I CERTIFY that the above answers are accur	rate and complete.
	23 February 2015	WY Alexa.
	Date	Signature of Employee
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	TINOTION OF	the III it o · ·
	Describe briefly the general function of to Offer the BS in Agricultural En	gineering degree program
22.	Offer the BS in Agricultural En	gineering degree program
22.	Describe briefly the general function of Teach minor/major courses in	gineering degree program of the position. The BS Ag Engineering degree program
22.	Offer the BS in Agricultural En	gineering degree program of the position. The BS An Engineering degree program ars and kind of education considered in
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