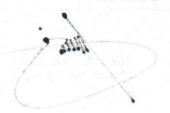
REPUBLIC OF THE PHILIPPINES BC-CSC Form No. 1 (Position Description Form)	1. NAME OF EMPLOYEE BANDE RHODORA ABALAJEN (Family Name) (Given Name) (Middle Name)
2. DEPARTMENT, CORPORATION OR AGENCY/LOCAL GOVERNMENT Visayas State University, Baybay City, Leyte	3. BUREAU OR OFFICE VSU Laboratory High School
4. DEPT./BRANCH/DIVISION	5. WORK STATION/PLACE OF WORK
6a. PRES. APPRO. 6b. PREV. APPRO ACT/ ACT/ BOARD RES/ BOARD RES/ ORD. NO. ORD. NO. ITEM NO. ITEM NO.	7a. SALARY P.A.: 7b. OTHER COMPENSATION: P 24,000.00
8. OFFICIAL DESIGNATION OF POSITION	9. WORKING PROPOSED TITLE
10. WAPCO CLASSIFICATION OF THIS POSITION	11. OCCUPATION GROUP TITLE (leave blank)
1st 2nd 3rd 4 [] [] [] [13. STATEMENT OF DUTIES AND RESPONSIBILITIES	th 5th 6th
attached additional sheets. Percent of : Working Time: DUTI	E S
85% 1. Teaches assigned subject and perf among others the following:	forms other teaching related functions,

K.

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14.	POSITION TITLE OF IMMEDIATE SUPERVISOR	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR
1731	PRINCIPAL	DEAN
16.	NAMES, TITLES AND ITEM NOS. OF THOSE YOU only by their item nos. and titles)	U DIRECTLY SUPERVISE (if more than (7), list
17.	MACHINES, EQUIPMENT, TOOLS, etc. used recomputer, printer, etc.	egularly in performance of work.
18.	CONTRACT General Public [X] [] Other Agencies [] [] Supervisors [] [] Management [] [] Other (Specify) [] []	19. WORKING CONDITION Normal Working Condition [X] Field Work [] Field Trips [] Exposed to Varied Weather [] Others (Specify) []
20.	I CERTIFY that the above answers are acc	el panor
21.	Describe briefly the general function of	Signature of Employee
22 23a.	Instruction Indicate the required qualifications by filling up a vacancy for this position.	years and kind of education considered in (Keep the position in mind rather than pent. This item should be filled for all
	Experience:	Specialization.
23b.	Licenses or certificates required to do this work, if any.	
24.	I HEREBY CERTIFY that the above answers	are accurate and complete.
		DOLANDO H ADDITION
		ROLANDO H. ARPILLEDA gnature and Title of Immediate
	2400	Supervisor
25.	APPROVED:	/ .
		Mills
	Date	JOSE L. BACUSMO Head of Agency
	Date	