			· · · · · · · · · · · · · · · · · · ·	x	
REPUBLIC OF THE PHILIPPINES			1. NAME OF EMPLOYEE		
BC-CSC FORM NO. 1			Resos Julien A.		
(POSITION DESCRIPTION FORM)			(FAMILY NAME) (GIVEN NAME) (MI)		
2. DEPT./CORP. OR AGENCY/LOCAL			3. BUREAU OR OFFICE		
GOV'T.			18102311		CORP. TO SEE THE SECOND
Visayas State University Baybay City Leyte			No.		
4. DEPT./BRANCH/DIVISION			5. WORK STATION/PLACE OF WORK		
Department of Plant Breeding and			Visayas State University		
Genetics 6.a. Pres. Approp. Act. 6.b. Prev.				Saybay City Ley 7.a. Salary	7.b. Other
Board Res./	pprop. Acc.	Board Res./		_	Compensation;
Ord. No.		Ord. No.			P 24, 000.00
Item No.		Item No.		F 239 200.00	P 24, 000.00
	8. OFFICIAL DESIGNATION OF POSITION		TO WORKING O	D DDODOCED TIT	
o. OFFICIAL	DESIGNATION	OF POSITION	9. WORKING OR PROPOSED TITLE		
10 11200 0120011101101101101			11.OCCUPATIONAL GROUP TITLE		
10.WAPCO CLASSIFICATION OF THIS POSITION			(leave blank)		
12. FOR LOCAL GOVERNMENT POSITION, CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS					
- N	MUNICIPALITY		TY	PROVINCE	
1 ^s	^T 2 ND	3 RD	4 TH	5 TH 6 TH	7 TH
13. STATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please					
attach addit	ional sheet/	3.		B PAC	
PERCENT	10 FE FEE FEE FEE FAMEDINGS SUPERVISOR				
OF WORKING TIME	DUTIES				
85 %	1. Teaches a	ssigned subj	ect and perfo	orms other teac	hing related
	 Teaches assigned subject and performs other teaching related functions, among others the following: 				
	Despayed toaching materials / suides and submits to				
1 - 1-1	a. Prepares teaching materials/ guides and submits to department head				
9	b. Conducts examination (mid/final/long hours/quizzes)c. Checks papers and returns one week after exam				
-					
d. Submits grade sheet and turn over class records to department head to weeks after final examination					
5%	2. Member in different committees				
5% 5%	3. Participates in the co-curricular activities 4. Performs other function assigned by the department head				
100%				., one department	
					_ = = 101 ==
1 1 1	77 17 74				

	Paul de The Paul de Pa					
14. POSITION TITLE OF IMMEDIATE SUPERVISOR	15. POSITION TITLE OF NEXT HIGHER SUPERVISOR					
Department Head	College Dean Mollege					
16. NAMES, TITLE AND ITEM NOS. OF list only by their item nos. and	THOSE YOU DIRECTLY SUPERVISE (If more than 7, titles) None					
21 0 1 1 1 1 1 1 1						
11 12 12 14 1 14 1 14 1 14 1 14 1 14 1						
17. MACHINES, EQUIPMENTS, TOOLS,	etc. used regularly in the performance of					
work.	i.a. Brass Argrage Act. , bug. Ross Approp. A.t.					
resistant of the second						
Value of the property of the property of	None					
1 800 920 15 18 1 19 10 10 121 81						
10 000000000	T 40 HOLDER CONTENTS					
18. CONTACTS	19. WORKING CONDITIONS					
Occasional	Frequent Normal working condition X					
General Public X	Field Work					
Other Agencies	Field Trips					
Supervisors	Exposed to varied					
Management	weather					
Others (Specify)	Others (Specify)					

20. I CERTIFY THAT THE ABOVE ANSW	VERS ARE ACCURATE AND COMPLETE					
November 01, 2015	RESOS RESOS					
DATE	SIGNATURE OF EMPLOYEE					
TO BE FILLED	OUT BY IMMEDIATE SUPERVISOR					
21. Describe briefly the general function of the Unit or Section.						
Silvery 10						
22. Describe briefly the general function of the position.						
forms titled best se related	rteg one stepdus forpassk sammael e do					
23.a. Indicate the required quali	ifications by years and kind of education					
	vacancy for this position. (Keep the position					
	alifications of the present incumbent. This					
Education: Manderal de	all positions other than teaching.) aper the area of feisligation					
Experience:	y a factorial for the factorial fact					
22.b. Licenses or Certificates re	equired to do this work if any					
22.3. Broomses of deferring testing	equitied to do this work, it dily.					
23. T HEREBY CERTIFY THAT THE ABO	OVE ANSWERS ARE ACCURATE AND COMPLETE.					
	in (4, Para Angares in the co-contribution					
Dy the corper most head	Final					
	DILBERTO O. FERRAREN					
DATE	SIGNATURE AND TITLE OF IMMEDIATE					
	SUPERVISOR					
24 ADDDOVED	NOCTANGO					
24. APPROVED:						
	1000					
	my whythe					
	EDGARDO E. TULIN					
DATE	HEAD OF AGENCY					