BC-CSC Form No. 1 (Position Description Form) 2. DEPARTMENT, CORPORATION OR AGENCY/ LOCAL GOVERNME VISAYAS STATE UNIVERSITY 4. DEPT /BRANCH/DIVISION 5. WORK STATION/PLACE OF WORK VSU 6a PRES. APPRO. 6b. PREV. APPRO ACT/ SOARD RES/ ORD. NO. 1TEM NO. VISCAB-INST2-2-2002 8. OFFICIAL DESIGNATION OF POSITION Instructor II 10. WAPCO CLASSIFICATION OF THIS POSITION 11. OCCUPATION GROUP TITLE (leave blank) 12. FOR LOCAL GOVERNMENT POSITION; CHECK GOVERNMENTAL UNIT AND UNIT'S CLASS MUNICIPALITY [] 13. CATEMENT OF DUTIES AND RESPONSIBILITIES. If more space is needed, please a mach additional sheets. Person of: Working Time: DUTIES DUTIES DUTIES	S. Dear	PUBLIC OF THE PI	HILIPPINES	1. NAME OF EMPLOYEE	
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Principal	Dean, College of Education
3. NAMES, TITLES AND ITEM NOS. OF THOSE only by their item nos. and titles)	YOU DIRECTLY SU傳版RMISE(7) list
7 MACHINES, EQUIPMENT, TOOLS, etc. used	d regularly in performance of work
computer, printer, beeks, etc.	
Occasional SC(Fréquent I-	19. WORKING CONDITION Normal Working Condition
General Public [] \$1 Other Agencies [] []	Field work Field Trips Tradoman []
Supervisors [] [] Management [] [] Others (Specify) [] []	Exposed to Varied Weather Other's (Specify) []
20. I CERTIFY that the above answers are accurat	e and complete.
Dec. 23, 2010 Date	Signature of Employee
Describe briefly the general function of the Unit	
22. Describe briefly the general function of the pos	ition.
Instruction	
23.a indicate the required qualifications by years are vacancy for this position. (Keep the position in incumbent. This item should be filled for all position.)	mind rather than the qualifications of the present
Education: B. S. degree in the area of	specialization.
Experience:	
Licenses or certificates required to do this wo	rk,
24. HEREBY CERTIFY that the above answers	are accurate and complete
	ROLANDO H. ARPILLEDA, Principa
Date	Signature and Title of Immediate
APPROVED	Supervisor
	JOSE L. BACUSMO
Date	Head of Agendy