CS	Form	No.	212
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# **PERSONAL DATA SHEET**

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned. READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. Print legibly. Tick appropriate boxes ( and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 1. CS ID No (Do not fill up. For CSC use only) 2. SURNAME GAPASIN FIRST NAME BRYAN NAME EXTENSION (JR., SR) NA MIDDLE NAME RANCHES 3. DATE OF BIRTH 24/03/1979 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship by birth by naturalization 4. PLACE OF BIRTH BAYBAY, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX ✓ Male Female Philippines Single 6 CIVIL STATUS ✓ Married 17. RESIDENTIAL ADDRESS #74 KILBOURNE STREET Widowed Separated House/Block/Lot N Other/s: VSU PANGASUGAN Subdivision/Village Barangay 7. HEIGHT (m) 1.68 **BAYBAY CITY** LEYTE City/Municipality Province 8. WEIGHT (kg) 92 ZIP CODE 6521 9. BLOOD TYPE B+ 18. PERMANENT ADDRESS BLOCK 4, LOT 7 **FLUVIA STREET** House/Block/Lot No Street 10. GSIS ID NO. 003385645022 **TAMBULILID** ORMOC CITY 11. PAG-IBIG ID NO 109001162063 LEYTE City/Municipality Province 12. PHILHEALTH NO. 13-025076083-4 ZIP CODE 6541 13. SSS NO. 33-8564502-2 19. TELEPHONE NO (053) 563-7648 14. TIN NO 927-087-657 20. MOBILE NO. +639055513040 15. AGENCY EMPLOYEE NO. V01122 21. E-MAIL ADDRESS (if any) bryan.gk2024@gmail.com FAMILY BACKGROUN 22. SPOUSE'S SURNAME GAPASIN 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME CIEDELLE HONEY LOU N/A NA MIDDLE NAME DIMALIG N/A NA OCCUPATION Clinical Instructor N/A NA EMPLOYER/BUSINESS NAME Visayas State University N/A NA **BUSINESS ADDRESS** Brgy. Pangasugan, Baybay City, Leyte N/A NA TELEPHONE NO. 09667926984 N/A NA 24. FATHER'S SURNAME **GAPASIN** N/A NA NAME EXTENSION (JR., SR) FIRST NAME RUBEN N/A NA MIDDLE NAME MADAYAG N/A NA 25. MOTHER'S MAIDEN NAME NA N/A NA SURNAME RANCHES N/A NA MYRNA FIRST NAME N/A NA MIDDLE NAME VIDAD (Continue on separate sheet if necessary) SCHOLARSHIP/ HIGHEST LEVEL NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE LEVEL YEAR ACADEMIC UNITS EARNED (Write in full) (Write in full) GRADUATED HONORS (if not graduated) From To ELEMENTARY VISCA FOUNDATION ELEMENTARY SCHOOL ELEMENTARY 1986 1992 Graduated Mar-88 NA SECONDARY VISCA LABORATORY HIGH SCHOOL HIGH SCHOOL 1992 1996 Graduated Mar-96 NA VOCATIONAL / **JEFSPA** NC-I AUG.2018 NOV.2018 TRADE COURSE NA Jan-19 NA VOCATIONAL / **JEFSPA** NC - II 18-Feb TRADE COURSE 29-Mar-19 NA May-19 NA VISAYAS STATE UNIVERSITY COLLEGE BS in Agribusiness 1996 2000 Graduated Mar-00 NA **GRADUATE STUDIES** VISAYAS STATE UNIVERSITY Master of Science (Agricultural Economics) 2001 2015 42 units NA NA **GRADUATE STUDIES** VISAYAS STATE UNIVERSITY Master of Management (Agribusiness Management 2017 2019 Graduated CHED K-12 June 2019 SIGNATURE DATE 5/02/2024 CS FORM 212 (Revised 2017), Page 1 of 4

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29. NAME & ADDRESS OF ORGANIZATION (Write in full)		VE DATES d/yyyy) To	NUMBER OF HOURS	as ent of valuins to t is as if odw bosted i	POSITION / NATURE OF WORK	
AWAD KALINGA COMMUNITY DEVELOPMENT FOUNDATION, INC.	08/01/2008	25/03/2019	NA	COMMUNITY COORDINATOR/ORGANIZER		
GAWAD KALINGA COMMUNITY DEVELOPMENT FOUNDATION, INC.		01/01/2010	NA	PARTNERSHIP COORDINATOR FOR THE VISAYAS		
GAWAD KALINGA COMMUNITY DEVELOPMENT FOUNDATION, INC.	01/06/2006	01/01/2010	NA	PF daminist of any administra	ROGRAM HEAD FOR GK YOUTH	
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II. LEARNING AND DEVELOPMENT (L&D) INTERVENTION Start from the most recent L&D/training program and include only the relevant L	NS/TRAINING F		TENDED	n Chief/Executive/Ma	nagerial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		S OF ATTENDANCE Id/yyyy)	NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
Fraining Workshop on Research Proposal Writing	3/11/2024	3/12/2024	16	Technical	VSU - OVPREI	
ntroduction to Academic Writing	1/31/2024	4/10/2024	8	Technical	ACIAR thru ACIAR Learn	
Research in the Field	1/17/2024	4/17/2024	8	Technical	ACIAR thru ACIAR Learn	
extension Training-Workshop: Developing VSU Extension Proposal  NULINE Training on Advanced Methods for Impact Assessment of R&D and	11/25/2022	11/25/2022	24	Technical	VSU - OVPREI	
echnology Transfer Programs in Agriculture, Aquatic and Natural Resources /irtual ISSAAS National Scientific Congress	8/22/20222	8/24/2022	24 16	Technical Technical	DOST-PCAARRD, NGRP, VISERDAG	
Brd GAME Conference	11/18/2021	11/18/2021	16.0	Technical	CEM, SEARCA, IFAMA, CEMAFI	
raining on Collection and Use of Sex-Disaggregated Data (SDD)	8/16/2021	8/20/2021	40.0	Technical	DOST-PCAARRD, NGRP, VISERDAC	
Fraining on Basic Gender Analysis (GA) and Use of GA Tools for R&D Management and Implementation	7/12/2021	7/14/2021	24.0	Technical	DOST-PCAARRD, NGRP, VISERDAC	
Marketing Strategies Training for Baybay Dairy Cooperative	12/08/2020	12/09/2020	4.0	Technical	VSU - ISRDS	
/SU E-Learning Environment Training -Workshop Series	12/08/2020	12/08/2020	8.0	Technical	VSU-DCST	
conomic and Financial Literacy Week Regional Forum  Vebinar on Online Digital Marketing	12/03/2020 9/28/2020	12/03/2020 9/29/2020	4.0	Technical Technical	NEDA  VSU - OVP for Research, Extension, & Innovation	
Business Investment Ideas and Financial Opportunities Seminar	8/25/2020	8/27/2020	24.0	Technical	A SINGTHA SIG DTI	
Online Training on Social Media Marketing Management	7/27/2020	7/27/2020	6.0	Technical	Limitless Power Coach	
Online training on Developing a MOOODLE Online Classroom	5/20/2020	5/22/2020	24.0	Technical	USV #R RICARDO	
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VIII. OTHER INFORMATION	(Continue on	separate sheet if ned	eessary)		ALCONOMIC CONTROL CONTROL	
31. SPECIAL SKILLS and HOBBIES 32.	NON-ACADEMIC DISTINCTIONS / RECOGNI (Write in full)		COGNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATIO (Write in full)	
NCII in Organic Agriculture Production		NA			VSU ALUMNI ASSOCIATION	
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Community Organizing		NA				
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SIGNATURE	(Continue Off	DATE	1	5/02/2024	CS FORM 212 (Revised 2017), Page 3 o	

	chief of bureau or office or to the person who has immedia Bureau or Department where you will be apppointed, a. within the third degree?		COMMUNITY DEVEL OPINENT FOUNDATION  INC. VES V NO
	b. within the fourth degree (for Local Government Unit - C	areer Employees)?	YES NO If YES, give details:
35.	a. Have you ever been found guilty of any administrative of	offense?	YES NO If YES, give details:
	b. Have you been criminally charged before any court?		☐ YES ☑ NO If YES, give details:
6.	Have you ever been convicted of any crime or violation of by any court or tribunal?	YES V NO If YES, give details:	
37.	Have you ever been separated from the service in any of retirement, dropped from the rolls, dismissal, termination, out (abolition) in the public or private sector?	이 보고 있다고 있다면서 하게 되었다면 하게 되었다. 그렇게 얼마를 살아 된다면 살아 먹는데 모양을 취하고 있다면 없다.	YES NO If YES, give details: resigned from a NGO
38.	a. Have you ever been a candidate in a national or local e Barangay election)?	lection held within the last year (except	☐ YES ☑ NO If YES, give details:
	b. Have you resigned from the government service during election to promote/actively campaign for a national or loc		YES NO If YES, give details:
	Have you acquired the status of an immigrant or permane	YES NO If YES, give details (country):	
0.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) M 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972		Scenario Sancinado Haffer 900
a. , 15	Are you a member of any indigenous group?	5/15/2021 8/20/2021 40	YES NO RECEIVED NO RECEIVED AND RECEIVED NO.
b.	Are you a person with disability?		YES VOIS NO
c.	Are you a solo parent?		YES NO If YES, please specify ID No:
11.	REFERENCES (Person not related by consanguinity or affinity to applican		- Log product opening its first
dian	NAME Isolands 1	ADDRESS	TEL. NO.
	DR. ANTONIO P. ABAMO	VSU, VISCA, BAYBAY CITY	09176341465
00	DR. NILDA T. AMESTOSO	VSU, VISCA, BAYBAY CITY	09558639019
	MR. RICARDO IGOT	GAWAD KALINGA, ORMOC CITY	09157581925
	I declare under oath that I have personally accomplish complete statement pursuant to the provisions of pert Philippines. I authorize the agency head / authorized re agree that any misrepresentation made in this docadministrative/criminal case/s against me.	inent laws, rules and regulations of the presentative to verify/validate the content	Republic of the stated herein. I
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#### **WORK EXPERIENCE SHEET**

*Instructions:* 1. Include only the work experiences relevant to the position being applied for.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed starting with the most recent/present employment

Sample: If applying to Supervising Administrative Officer

# JOB TITLE: INSTRUCTOR 3 (regular-permanent status)

Visayas State University 2<sup>nd</sup> Semester, SY 2022-2023 to present

### Duties:

- Prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course;
- Teaches courses in accordance with defined course standards and outcomes;
- Creates a learning environment that encourages student involvement and participation;
- Documents students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade;
- Submits course grades on a timely manner, and make it accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success and life goals.

List of Accomplishments and Contributions (if any)

# Summary of Actual Duties

Creates a learning environment that encourages student involvement and participation by giving lectures and assignments, documenting students' attendance and its overall performance, and submits actual reports of grades on a timely manner.

#### JOB TITLE: INSTRUCTOR 1 (regular-temporary status)

Visayas State University

1st Semester, SY 2020-2021 to present

#### Duties:

- Prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course;
- Teaches courses in accordance with defined course standards and outcomes;
- Creates a learning environment that encourages student involvement and participation;
- Documents students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade;
- Submits course grades on a timely manner, and make it accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success and life goals.

List of Accomplishments and Contributions (if any)

# Summary of Actual Duties

Creates a learning environment that encourages student involvement and participation by giving lectures and assignments, documenting students' attendance and its overall performance, and submits actual reports of grades on a timely manner.

# JOB TITLE: INSTRUCTOR 1 (regular-temporary status)

Visayas State University 2<sup>nd</sup> Semester, SY 2019-2020 to Present

#### Duties:

- Prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course;
- Teaches courses in accordance with defined course standards and outcomes;
- Creates a learning environment that encourages student involvement and participation;
- Documents students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade;
- Submits course grades on a timely manner, and make it accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success and life goals.

List of Accomplishments and Contributions (if any)

#### Summary of Actual Duties

Creates a learning environment that encourages student involvement and participation by giving lectures and assignments, documenting students' attendance and its overall performance, and submits actual reports of grades on a timely manner.

### JOB TITLE: SUBSTITUTE INSTRUCTOR

Visayas State University 2<sup>nd</sup> Semester, SY 2018-2019 to Present

#### Duties:

- Prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course;
- Teaches courses in accordance with defined course standards and outcomes;
- · Creates a learning environment that encourages student involvement and participation;
- Documents students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade;
- Submits course grades on a timely manner, and make it accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success and life goals.

List of Accomplishments and Contributions (if any)

#### Summary of Actual Duties

Creates a learning environment that encourages student involvement and participation by giving lectures and assignments, documenting students' attendance and its overall performance, and submits actual reports of grades on a timely manner.

#### JOB TITLE - GK COMMUNITY COORDINATOR

Gawad Kalinga Community Development Foundation, Inc. January 2008 – March 2019

Gawad Kalinga is a non-profit organization focus on building communities for the underprivileged members of the society, empowering them thru values formation, training, and capacity building so they can be productive members of the society and be a model of change. As a community coordinator, my role is to ensure that GKs' development programs are properly implemented at the community level. Likewise, I conduct meetings with the community people and ensure submission of necessary reports in a timely manner.

#### Duties:

- Build strong relationships with key stakeholders in the area;
- Translate OGSM into operational plans together with the Management Team in the area;
- Monitors the progress of the projects being implemented at the community level.

List of Accomplishments and Contributions (if any)

Developed a two-year formation program module for the GK youth Organized external linkages among school institutions for their community relations and outreach activities, as well as their extension services

Summary of Actual Duties

As a community coordinator, my role is to make sure that GKs' development programs are properly implemented at the community level. Likewise, we conduct meetings with the community people and ensure submission of necessary reports in a timely manner.

#### JOB TITLE: PART-TIME INSTRUCTOR

Visayas State University SY 2016 – 2017; 1st Semester, SY 2017-2018

#### **Duties:**

- Prepares class sessions and assignments to help students grasp course content and how it integrates with overall student learning outcomes for the course;
- Teaches courses in accordance with defined course standards and outcomes;
- Creates a learning environment that encourages student involvement and participation;
- Documents students' attendance, participation, and academic progress by giving and grading assignments, projects, quizzes and/or examinations that lead to a final grade;
- Submits course grades on a timely manner, and make it accessible to students outside the classroom, providing ample periods of time for counseling and mentoring students in matters related to academic success and life goals.

List of Accomplishments and Contributions (if any)

Summary of Actual Duties

Creates a learning environment that encourages student involvement and participation by giving lectures and assignments, documenting students' attendance and its overall performance, and submits actual reports of grades on a timely manner.

JOB TITLE: Operations Manager 7in1 Blow Pest Control Services 2002 – 2003

#### Duties:

- Deploy personnel for the day to day pest control servicing and monitor their progress;
- Prepare and submit day to day report of servicing and provide recommendations to the manager and clients;
- Monitors the availability of chemicals, condition of the equipment to be able to deliver 100% servicing to the clients;

In-charge of personnel's development towards better service to clients.

(Signature over Printed Name

of Employee/Applicant)