

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)

I. PERSONAL INFORMATION

2. SURNAME	QUEVEDO		
FIRST NAME	ELIZABETH	NAME EXTENSION (JR., SR.) N/A	
MIDDLE NAME	SOMBILON		
3. DATE OF BIRTH (mm/dd/yyyy)	16/10/1961	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Ormoc City	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Cottage L
7. HEIGHT (m)	1.55	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	50		Duplex Housing Visca
9. BLOOD TYPE	O		Subdivision/Village Barangay
10. GSIS ID NO.	006005764374		Baybay City Leyte
11. PAG-IBIG ID NO.	121015479264		City/Municipality Province
12. PHILHEALTH NO.	13-000084144-8	18. PERMANENT ADDRESS	N/A N/A
13. SSS NO.	06-1199619-2	ZIP CODE	House/Block/Lot No. Street
14. TIN NO.	168-816-283		N/A Curva
15. AGENCY EMPLOYEE NO.	V000425		Subdivision/Village Barangay
			Ormoc City Leyte
			City/Municipality Province
		19. TELEPHONE NO.	053-563-7870
		20. MOBILE NO.	09178905658
		21. E-MAIL ADDRESS (if any)	msabethquevedo50@gmail.com ; elizabeth.quevedo@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	QUEVEDO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARCELO	NAME EXTENSION (JR., SR.) N/A	MARK ISAAH S. QUEVEDO	19/04/1988
MIDDLE NAME	AMARILA		MARK JOSHUA S. QUEVEDO	15/09/1991
OCCUPATION	GOVT EMPLOYEE			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	Visca, Baybay City, Leyte			
TELEPHONE NO.	053-563-7870			
24. FATHER'S SURNAME	SOMBILON			
FIRST NAME	PATERNO	Sr.		
MIDDLE NAME	PARAGUYA			
25. MOTHER'S MAIDEN NAME				
SURNAME	MATUGUINA			
FIRST NAME	FEDERICA			
MIDDLE NAME	CRETESIO			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	Curva Community School	Primary Education	June, 1967	March, 1973	N/A	1973	1st Honor
SECONDARY	Experimental Rural High School	High School	June, 1975	April, 1979	N/A	1979	VISCA Partial Scholar
VOCATIONAL / TRADE COURSE	N/A	N/A			N/A		
COLLEGE	Visayas State College of Agriculture	BS Agriculture (Agricultural Chemistry major)	June, 1979	April, 1983	N/A	1983	CumLaude
GRADUATE STUDIES	University of San Carlos, University of the Philippines Los Banos	Master in Chemistry, Ph.D. Agricultural Chemistry	Nov, 2006; Nov, 2010	Oct, 2008; April, 2014	N/A	2008; 2014	VSU Fellowship (PhD)

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 04, 2022
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IV. CIVIL SERVICE ELIGIBILITY					
27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE ELIGIBILITY / DRIVER'S LICENSE	RA TIN G (If	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)
					NUMBER
	PD 207- Honor Graduate			N/A	

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*) INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
	From	To						
	1/2021	present	Associate Professor II	Dept. of Pure & Applied Chemistry	54,251.00	20	Permanent	Y
	Jan-20	31-Dec-20	Assistant Professor II	Dept. of Pure & Applied Chemistry	34,421.00	16	Permanent	Y
	01/01/2019	31/12/2019	Assistant Professor II	Dept. of Pure & Applied Chemistry	32,535.00	16	Permanent	Y
	01/01/2018	31/12/2018	Assistant Professor II	Dept. of Pure & Applied Chemistry	31,765.00	16	Permanent	Y
	01/01/2017		Assistant Professor II	Dept. of Pure & Applied Chemistry	30,044.00	16	Permanent	Y
	01/01/2017		Instructor III	Dept. of Pure & Applied Chemistry	23,044.00	14	Temporary	Y
	08/01/2016	12/31/16	Instructor III	Dept. of Pure & Applied Chemistry	24,141.00	14	Temporary	Y
	01/01/2016	7/31/2016	Instructor III	Dept. of Pure & Applied Chemistry	24,141.00	14	Temporary	Y
	11/01/2015	12/31/2015	Instructor III	Dept. of Pure & Applied Chemistry	23,044.00	14	Temporary	Y
	06/01/2012	10/31/2015	Instructor III	Dept. of Pure & Applied Chemistry	23,044.00	14	Temporary	Y
	10/28/2011	05/31/2012	Instructor III	Dept. of Pure & Applied Chemistry	21,078.00	14	Temporary	Y
	06/01/2011	10/27/2011	Instructor I	Dept. of Pure & Applied Chemistry	18,333.00	12	Temporary	Y
	11/01/2010	05/31/2011	Instructor I	Dept. of Pure & Applied Chemistry	16,726.00	12	Temporary	Y
	06//24/2010	10/31/2010	Instructor I	Dept. of Pure & Applied Chemistry	16,726.00	12	Contractual	Y
	07/01/2009	06/23/2010	Instructor I	Dept. of Pure & Applied Chemistry	15,119.00	12	Contractual	Y
	07/01/2008	06/30/2009	Instructor I	Dept. of Pure & Applied Chemistry	13,512.00	12	Contractual	Y
	11/05/2007	06/30/2008	Instructor I	Dept. of Pure & Applied Chemistry	12,284.00	12	Contractual	Y
	03/16/1993	05/13/1993	Sci. Res. Asst	Philrootcrops	3,500.40	9	Contractual	Y
	07/01/1989	04/30/1990	Sci. Res. Asst	Philrootcrops	3,500.40	9	Contractual	Y
	01/01/1989	06/30/1989	Res. Asst III	Philrootcrops	1,624.15	9	Contractual	Y
	01/01/1988	12/31/1988	Res. Asst III	Philrootcrops	1,624.15	9	Contractual	Y
	07/01/1987	12/31/1987	Res. Asst III	Philrootcrops	1,476.50	9	Contractual	Y
	03/09/1987	06/30/1987	Res. Asst	Philrootcrops	1,037.30	9	Contractual	Y
	05/01/1984	12/31/1984	Res. Asst.	Philrootcrops	1,048.30	9	Contractual	Y
	01/0/1984	04/03/1984	Res. Asst.	Philrootcrops	953	9	Contractual	Y
	05/01/1983	12/31/1983	Res. Asst.	Philrootcrops	902		Contractual	Y

(Continue on separate sheet if necessary)

SIGNATURE		DATE	October 04, 2022
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S						
29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK	
		From	To			
	N/A					
(Continue on separate sheet if necessary)						
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED						
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)						
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
Please see attached sheet						
Training-Workshop on Course Modules Production for Flexible Learning in Higher Education Institutions (HEIs) Webinar Series		June 11-12	15-19, 2020	42	Academic	Institutions-Flexible Learning Management System Consortium
1st General Assembly and Symposium of ICP-Leyte		April 26, 2019		8	Technical	Integrated Chemists of the Philippines-Leyte Chapter, Department of Pure and Applied Chemistry & Visayas State University
Echo Seminar on the New CHED General Education Course: Science, Technology & Society		4/7/2018		8	Technical	Visayas State University
Intellectual Property Foundation Course		12/5/2017		8	Technical	Visayas State University
Forum on Conflict on Natural Resource Management & Utilization		11/7/2017		8	Technical	Visayas State University
Principles and Operation of HPLC/UHPLC with Lab Solutions Workstations		7/4/2017	7/5/2017	16	Technical	Shimadzu Asia Pacific Pte Ltd, Singapore
32nd Philippine Chemistry Congress		5/31/2017	6/2/2017	24	Technical	Integrated Chemists of the Philippines
High Performance Liquid Chromatography Lecture		2/21/2017		8	Technical	Visayas State University, Baybay City, Leyte
Updates on Philippine Chemical Regulations 2016: An Inter-Regulatory Agency Review		2/16/2017	2/17/2017	16	Technical	Philippine National Police, Philippine Drug Enforcement Agency
International Conference & 43 rd PSBMB Annual Convention: " Biochemistry &		12/5/2016	12/7/2016	24	Technical	Molecular Biologists, Philippine Society of
21st Annual Convention of the Natural Products Society of the Philippines		12/1/2016	12/2/2016	16	Technical	Natural Products Society of the Phil.
Philippines Spectroscopy Tour 2016		9/26/2016		8	Technical	Agilent Technologies, Inc. Singapore, Molave Trading
Strategic Planning Workshop of the College of Arts & Sciences		25-Aug-16	26-Aug-16	16	Technical	College of Arts & Sciences, OVP for Administration & Finance
In-service Training: FT-IR instrumentation, maintenance & troubleshooting		22-Jul-16		8	Technical	Department of Pure and Applied Chemistry, Visayas State University, Baybay City, Leyte
Workshop in the Preparation of AACUP Level III, Phase I		13/06/2016	14/06/2016	16	Technical	Visayas State University
9th International Undergraduate Research Symposium (9IURS)		16/05/2016	16/05/2016	32	Technical	Visayas State University, Wilmington University, USA
31st Philippine Chemistry Congress: Chemistry Beyond Borders		13/05/2016	15/05/2016	24	Technical	Kapisan Ng Kimimka Ng Pilipinas, Intergrated Chemits of the Philippines Chapter, Philippines Federation of Chemistry Societies
Symposium on Advances in Biochemistry & Molecular Biology Research		15/01/2016		8	Technical	Philippine Society of Biochemistry & Mol. Biology Visayas Chapter
Seminar on Updates on Philippine Chemical Regulations 2016: An Inter-Regulatory Agency Review		16/02/2016	17/02/2016	16	Technical	PNP Multi-Purpose Hall, Cam Crame, Quezon City, Philippines
SEARCA Professorial Chair Lecture on Biophysical Characteristics & Sustainable Management of Marginal Uplands in the Philippines		17/03/2015		1	Technical	Philrootcrops, VSU
Implementation of Outcome-Based Education (OBE)		04/05/2015	05/05/2015	16	Technical	Visayas State University
ASEAN Chemistry in Resonance. 30th Philippine Chemistry Congress		15/04/2015	17/04/2015	24	Technical	Intergrated Chemits of the Phil., Ateneo de Davao University
Future Trends in Natural Products Research		01/08/2012	01/08/2012	2	Technical	Visayas State University
26th Philippine Chemistry Congress		13/04/2011	13/04/2011	24	Technical	The Integrated Chemits of the Philippines; The Philippines Federation of Chemistry Societies
Hydrogen Peroxide: A Stress Signal and Induction of Stress Tolerance in Plants		16/09/2010		2	Technical	Visayas State University
		08/04/2010	10/04/2010	24		Behavioral Coaching and Training Academy, Baguio City, Philippines
"Teaching to Change Lives the Neuro-Linguistic Programming Way"						
3rd International Undergraduate/Graduate Research Symposium (IURS)		06/01/2010	15/01/2010	64	Technical	Visayas State University
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS/ RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
	computer literate		N/A		Natural Products Society of the Phil.	
					Gamma Sigma Delta Honor Society	
					Intergrated Chemists of the Philippines	
					Phil. Organic Chem. Teachers Assoc. Inc.	
					Kapisang Kimika Ng Pilipinas	
					The Phil. Association of Chemistry Teachers	
					Phil. Society of Biochemistry & Mol. Biology	
					VSU Faculty Association	
(Continue on separate sheet if necessary)						
SIGNATURE		DATE				
[Signature]		October 04, 2022				

34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details (country): _____
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
Dr. Florinia E. Merca	Inst of Chemistry, UPLB	9183500797
Dr. Antonio C. Laurena	Inst of Plt Breeding, UPLB	9174030085
Dr. Laura J. Pham	Biotech, UPLB	9166870962

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.



ELIZABETH S. GUEYEDO
PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID:	PRC (Chemist)
ID/License/Passport No.:	0013490
Date/Place of Issuance:	Manila

Signature (Sign inside the box)	
October 04, 2022	
Date Accomplished	



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 13 OCT 2022, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer	
Person Administering Oath	

LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED					
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)					
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
Analytical Service Forum: Chemical Sensors and Sensing Devices	8-17-2022	8-17-2022	3	Technical	Kapisanang Kimika ng Pilipinas
Training Workshop on Quality Assurance/Quality Control (QA/QC) and Method Verification/Validation	8-3-2022	8-4-2022	16	Technical	Bureau of Soils and Water Management, DA
Environmental Health Safety & Chemical Waste Management	6-27-2022	6-27-2022	8	Academic	DoPAC
Current Research Trends in Physical Chemistry Webinar A Cloud-Based AI-driven Autonomous Lab: Automating Chemical Synthesis Drugsniffer: An Open-Source Workflow for Virtually Screening Billions of Molecules for Binding Affinity to Protein Targets	6-15-2022	6-15-2022	8	Technical	Kapisanang Kimika ng Pilipinas
ChemTalk: A Chemistry Career	2-18-2022		4	Academic	ViChemSoc, DoPAC
VSU Faculty Onboarding	2-7-2022	2-8-2022	16	Academic	VSU
Plans and Expectations for the Department and Students	11-16-2021	11-16-2021	4	Academic	ViChemSoc, DoPAC
General Chemistry Solutions Tools and Equipment	10-21-2021		3	Technical	
International Webinar on Food Value Chain in the new Normal	Oct 18, 2021	Oct 22, 2021	20	Technical	DFST, VSU, Universities in ASEAN region
General Chemistry Solutions Tools and Equipment	Oct. 29, 2021		2	Technical	Cloud Lab STEM; Hytec Power Inc
VSU Faculty On-boarding	Aug 16, 2021	Aug 18, 2021	24	Academic	VSU
Universities in Action! How Academic Communities Contribute to Achieving SDGs	July 8, 2021		2	Academic	Elsevier Expert Series Southeast Asia
Developing Effective Work Teams	June 9, 2021	June 11, 2021	24	Administrative	Personnel Association of the Philippines, Inc.
Turnitin Instructor's Workflow Training	May 31, 2021		8	Technical	Visayas State University
VSU Open Dumpsite Closure Planning Workshop	May 26, 2021		8	Technical	Visayas State University
Chemical Waste Management and Safety in the Laboratory	April 29, 2021		8	Academic	Department of Pure and Applied Chemistry, Visayas State University
Managing Research Remotely: Learning From 2020 and Moving Forward in 2021	April 21, 2021		4	Technical	Research Academy On Campus, Elsevier
Best Practices in Writing and Publishing Your Research Paper	April 16, 2021		4	Technical	DOST, Elsevier
VSU E-learning Environment Training-Workshop Series	Dec 14, 2020		24	Academic	Department of Computer Science, Visayas State University

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Google Classroom Workshop For VSU Faculty	May 19, 2020	May 21, 2020	24	Academic	Visayas State University
Training-Workshop on Course Modules Production for Flexible Learning in Higher Education Institutions (HEIs) Webinar Series	June 11-12	15-19, 2020	42	Academic	Eastern Visayas Higher Education Institutions-Flexible Learning Management Consortium (EVHEIs-FLMSC)
Virtual Training on Google Classroom as Learning Management System (LMS)	May 19, 2019	May 21, 2019		Academic	Visayas State University
34th Philippine Chemistry Congress	May 28, 2019	May 30, 2019	24	Technical	Kapisanang Kimika ng Pilipinas, Philippine Federation of Chemistry Societies
Insights into the Latest Advancement on Research and Industrial Applications and Solutions for Agilent Spectroscopy and Chromatography	22-May-19		8	Technical	Agilent, Molave Trading, Inc., DKSH
1st General Assembly and Symposium of ICP-Leyte	26-Apr-19		8	Technical	Integrated Chemists of the Philippines-Leyte Chapter
2nd Regional Symposium of the Philippine Society of Biochemistry and Molecular Biology - Visayas Chapter	21-Feb-19	22-Feb-19	16	Technical	Philippine Society of Biochemistry and Molecular Biology-Visayas Chapter
Seminar-Workshop on Open Data Kit	7-Mar-19		8	Technical	Department of Statistics, Visayas State University
Water Analysis Techniques	12-Dec-18	14-Dec-18	24	Technical	Nanotech Analytical Services and Training Corp Labs
45th PSBMB Annual Convention	28-Nov-19	29-Nov-18	16	Technical	Philippine Society of Biochemistry and Molecular Biology-Visayas Chapter; University of the Philippines, Tacloban City Campus
AAACU 22nd Biennial Conference and General Assembly	16-Oct-18	18-Oct-18	24	Technical	Asian Association of Agricultural Colleges and Universities; Visayas State University

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October 04, 2020

TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)
	From	To		
Analytical Service Forum: Chemical Sensors and Sensing Devices	8-17-2022	8-17-2022	3	Technical
Training Workshop on Quality Assurance/Quality Control (QA/QC) and Method Verification/Validation	08/03/2022	08/04/2022	16	Technical
Environmental Health Safety & Chemical Waste Management	6-27-2022	6-27-2022	8	Academic
Current Research Trends in Physical Chemistry WebinarA Cloud-Based AI-driven Autonomous Lab: Automating Chemical Synthesis Drugsniffer: An Open-Source Workflow for Virtually Screening Billions of Molecules for Binding Affinity to Protein Targets	6-15-2022	6-15-2022	8	Technical
ChemTalk: A Chemistry Career	2-18-2022		4	Academic
VSU Faculty Onboarding	02/07/2022	02/08/2022	16	Academic
Plans and Expectations for the Department and Students	11-16-2021	11-16-2021	4	Academic
General Chemistry Solutions Tools and Equipment	10-21-2021		3	Technical
International Webinar on Food Value Chain in the new Normal	Oct 18, 2021	Oct 22, 2021	20	Technical
General Chemistry Solutions Tools and Equipment	Oct. 29, 2021		2	Technical
VSU Faculty On-boarding	Aug 16, 2021	Aug 18, 2021	24	Academic
Universities in Action! How Academic Communities Contribute to Achieving SDGs	July 8, 2021		2	Academic
Developing Effective Work Teams	June 9, 2021	June 11, 2021	24	Administrative
Turnitin Instructor's Workflow Training	May 31, 2021		8	Technical
VSU Open Dumpsite Closure Planning Workshop	May 26, 2021		8	Technical
Chemical Waste Management and Safety in the Laboratory	April 29, 2021		8	Academic
Managing Research Remotely: Learning From 2020 and Moving Forward in 2021	April 21, 2021		4	Technical
Best Practices in Writing and Publishing Your Research Paper	April 16, 2021		4	Technical
VSU E-learning Environment Training-Workshop Series	Dec 14, 2020		24	Academic
Google Classroom Workshop For VSU Faculty	May 19, 2020	May 21, 2020	24	Academic
Training-Workshop on Course Modules Production for Flexible Learning in Higher Education Institutions (HEIs) Webinar Series	June 11-12	15-19, 2020	42	Academic
Virtual Training on Google Classroom as Learning Management System (LMS)	May 19, 2019	May 21, 2019		Academic
34th Philippine Chemistry Congress	May 28, 2019	May 30, 2019	24	Technical
Insights into the Latest Advancement on Research and Industrial Applications and Solutions for Agilent Spectroscopy and Chromatography	22-May-19		8	Technical
1st General Assembly and Symposium of ICP-Leyte	26-Apr-19		8	Technical
2nd Regional Symposium of the Philippine Society of Biochemistry and Molecular Biology - Visayas Chapter	21-Feb-19	22-Feb-19	16	Technical

TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
Seminar-Workshop on Open Data Kit	3/7/2019	3/7/2019	8	Technical	Department of Statistics, Visayas State University
Water Analysis Techniques	12/12/2019	12/14/2019	24	Technical	Nanotech Analytical Services and Training Corp Labs
45th PSBMB Annual Convention	11/28/2019	11/29/2019	16	Technical	Philippine Society of Biochemistry & Mol. Biology Visayas Chapter, University of the Philippines, Tacloban City Campus
AAACU 2nd Biennial Conference and General Assembly	10/16/2018	10/18/2018	24	Technical	Asian Association of Agricultural Colleges and Universities; Visayas State University
Echo Seminar on the New CHED General Education Course: Science, Technology & Society	4/7/2018		8	Technical	Visayas State University
Intellectual Property Foundation Course	12/5/2017		8	Technical	Visayas State University
Forum on Conflict on Natural Resource Management & Utilization	11/7/2017		8	Technical	Visayas State University
Principles and Operation of HPLC/UHPLC with Lab Solutions Work	7/4/2017	7/5/2017	16	Technical	Shimadzu Asia Pacific Pte Ltd, Singapore
32nd Philippine Chemistry Congress	5/31/2017	6/2/2017	24	Technical	Integrated Chemists of the Philippines
High Performance Liquid Chromatography Lecture	2/21/2017		8	Technical	Visayas State University, Baybay City, Leyte
Updates on Philippine Chemical Regulations 2016: An Inter-Regulatory Agency Review	2/16/2017	2/17/2017	16	Technical	Integrated Chemists of the Philippines, Philippine National Police, Philippine Drug Enforcement
25 th Federation of Asian & Oceanian Biochemists & Molecular Biologists International Conference & 43 rd PSBMB Annual Convention: " Biochemistry & Molecular Biology in health &	12/5/2016	12/7/2016	24	Technical	Biochemists & Molecular Biologists; Philippine Society of Biochemists and Molecular Biologists
21st Annual Convention of the Natural Products Society of the Philippines	12/1/2016	12/2/2016	16	Technical	Natural Products Society of the Phil.
Philippines Spectroscopy Tour 2016	9/26/2016		8	Technical	Agilent Technologies, Inc. Singapore, Molave Trading
Strategic Planning Workshop of the College of Arts & Sciences	25-Aug-16	26-Aug-16	16	Technical	College of Arts & Sciences, OVP for Administration & Finance
In-service Training: FT-IR instrumentation, maintenance & troubleshooting	22-Jul-16		8	Technical	Department of Pure and Applied Chemistry, Visayas State University, Baybay City, Leyte
Workshop in the Preparation of AACCUP Level III, Phase I	13/06/2016	14/06/2016	16	Technical	Visayas State University
9th International Undergraduate Research Symposium (9IURS)	16/05/2016	16/05/2016	32	Technical	Visayas State University, Wilmington University, USA
31st Philippine Chemistry Congress: Chemistry Beyond Borders	13/05/2016	15/05/2016	24	Technical	Kapisan Ng Kimimka Ng Pilipinas, Intergrated Chemits of the Philippines Chapter, Philippines
Symposium on Advances in Biochemistry & Molecular Biology Research	15/01/2016		8	Technical	Philippine Society of Biochemistry & Mol. Biology Visayas Chapter
Seminar on Updates on Philippine Chemical Regulations 2016: An Inter-Regulatory Agency Review	16/02/2016	17/02/2016	16	Technical	PNP Multi-Purpose Hall, Cam Crame, Quezon City, Philippines
SEARCA Professorial Chair Lecture on Biophysical Characteristics & Sustainable Management of Marginal Uplands in the Philippines	17/03/2015		1	Technical	Philrootcrops, VSU
Implementation of Outcome-Based Education (OBE)	04/05/2015	05/05/2015	16	Technical	Visayas State University
ASEAN Chemistry in Resonance. 30th Philippine Chemistry Congr	15/04/2015	17/04/2015	24	Technical	Intergrated Chemits of the Phil., Ateneo de Davao University
Future Trends in Natural Products Research	01/08/2012	01/08/2012	2	Technical	Visayas State University
26th Philippine Chemistry Congress	13/04/2011	13/04/2011	24	Technical	The Integrated Chemits of the Philippines; The Philippines
Hydrogen Peroxide: A Stress Signal and Induction of Stress Tolerance in Plants	16/09/2010		2	Technical	Visayas State University
"Teaching to Change Lives the Neuro-Linguistic Programming	08/04/2010	10/04/2010	24		Behavioral Coaching and Training
3rd International Undergraduate/Graduate Research Symposium (IURS)	06/01/2010	15/01/2010	64	Technical	Visayas State University

WORK EXPERIENCE SHEET

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

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 from most recent first.

- Duration: September 15, 2022 - Present
- Position: ASSOCIATE PROFESSOR V
- Name of Office/Unit: Department of Pure & Applied Chemistry
- Immediate Supervisor: Dean, College of Arts and Sciences
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY, Visca, Brgy. Pangasugan, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 1. Registered Chemist
 2. Received VSU Fellowship for PhD program 2010
 3. Recipient of DA-Biotech Fellowship Award 2012
 4. Advised course-related student organization in the university
 5. Attended forums, seminars (including webinars and on-boardings), trainings, and workshops for research, instruction, and for professional development
 6. Advised BS Chemistry major students for their research undertakings as adviser, SRC, and GAC for MEd Biology-Chemistry major students
 7. Attended and presented research papers in scientific conferences (local, regional, and national)
 8. Published research articles in international peer-reviewed journals
 9. Subscribed active memberships in national and international professional organizations
 10. Conducted research activities
 11. Handled undergraduate and graduate Chemistry subjects with Outstanding TPES Ratings
 12. Submitted research proposals for possible funding internally

- Summary of Actual Duties
As Associate Professor and current Head of the Department of Pure & Applied Chemistry:
 - a. Teach Graduate and Undergraduate Chemistry subjects offered in the department for Chemistry and Non-Chemistry major students;
 - b. Prepare learning guides, syllabi, instructional materials, assessment tools and table of specifications for subjects and courses assigned;
 - c. Advise and guide undergraduate students for possible thesis undertakings;
 - d. Approve and validate subjects of advisees during enrolment;
 - e. Maintain and update the Moodle classrooms in the VSUEE for blended and flexible learning modalities;

- f. Serve as SRC for undergraduate theses and GAC for graduate theses and dissertations;
- g. Check thesis outlines and manuscripts of undergraduate and graduate students on time;
- h. Submit grades and grade sheets for subjects handled on time;
- i. Coordinate with instruction, research, extension, and social activities of the department;
- j. Submit research and training proposals for possible funding;
- k. Attend research and extension symposia, forums, seminars and webinars, and trainings for professional development;
- l. Present research outputs in local, and national conferences and reviews;
- m. Publish research outputs in peer-reviewed journals;
- n. Act as Chair of Personnel, Instructional Material, and Curriculum Committees of the department;
- o. Act as TWG for researches on coconut and Bids and Awards Committee;
- p. Help in the preparation of documentary requirements for any relevant accreditation that the department is subjected to or the program under the departmental academic offerings;
- q. Assist the College Dean and the Office of the Director of the QAC in the monitoring and evaluation of the implementation of standards required by the accrediting bodies;
- r. Plan, organize and periodically review and evaluate departmental activities and programs;
- s. Determine the placement of personnel in the department to fully utilize human resources (i.e., talents and capabilities);
- t. Assist the Dean in the recruitment, promotion, transfer and separation of the faculty;
- u. Recommend specific courses of action for staff development, including participation in seminars, scholarships, and other programs of professional advancement;
- v. Conduct investigation, when proper and recommend to the Head immediate disciplinary action on any erring personnel or students in the department in conformity with any existing policies and rule and regulations of the university;
- w. Make periodic assessment of the performance of staff members and submit appropriate reports to the Dean;
- x. Undertake the department budget analysis and submit recommendations for the department to effectively carry out its functions and responsibilities;
- y. Prepare and submit annual reports to the Dean, and
- z. Perform other functions as the Dean may assign.

ELIZABETH S. QUEVEDO
(Signature over Printed Name
of Employee/Applicant)

Date: September 15, 2022