

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	BALONDO		
FIRST NAME	ERN OLIVER	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CARREON		
3. DATE OF BIRTH (mm/dd/yyyy)	10/02/1994	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	NAVAL GEN. HOSPITAL, NAVAL, BILIRAN	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.68	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street
8. WEIGHT (kg)	78		Subdivision/Village Barangay
9. BLOOD TYPE	A+		BAYBAY LEYTE
10. GSIS ID NO.	2005554748	ZIP CODE	6521
11. PAG-IBIG ID NO.	121252377210	18. PERMANENT ADDRESS	House/Block/Lot No. Street
12. PHILHEALTH NO.	13-251818362-5		Subdivision/Village Barangay
13. SSS NO.	N/A		NAVAL BILIRAN
14. TIN NO.	357-428-424	ZIP CODE	6560
15. AGENCY EMPLOYEE NO.	N/A	19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09203111980
		21. E-MAIL ADDRESS (if any)	balondoem@gmail.com / emoliver.balondo@vsu.edu.ph

II. FAMILY BACKGROUND

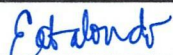
22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BALONDO			
FIRST NAME	ERNESTO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	SABITSANA			
25. MOTHER'S MAIDEN NAME	EDITA S. CARREON			
SURNAME	BALONDO			
FIRST NAME	EDITA			
MIDDLE NAME	CARREON			

(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	MASAGONGSONG ELEMENTARY SCHOOL	PRIMARY EDUCATION	2002	2007		2007	CLASS VALEDICTORIAN
SECONDARY	NAVAL STATE UNIVERSITY-LABORATORY HIGH SCHOOL	HIGH SCHOOL	2007	2011		2011	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	DOCTOR OF VETRINARY MEDICINE, BACHELOR OF SCIENCE IN BIOLOGY	2011	2016		2016	N/A
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES- LOS BANOS	MASTER OF SCIENCE IN BOTANY	2016	PRESENT	35 units		DOST-ASTHRDP

(Continue on separate sheet if necessary)

SIGNATURE		DATE	July 01, 2024	CS FORM 212 (Revised 2017), Page 1 of 4
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE

DATE _____

July 01, 2024

CS FORM 212 (Revised 2017), Page 2 of 4

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A

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)

[illegible]

OTHER INFORMATION _____

SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Collection and Herbarium Preparation	N/A	Visayas State University Alumni Associatic
scopical Examination		
dentification		
SIGNATURE	(Continue on separate sheet if necessary)	

SIGNATURE	DATE	CS FORM 212 (Revised 2017), Page 3 of 3
<i>E. J. Adams</i>	July 01, 2024	

Eat alone

DATE _____

July 01, 2024

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)?

☐ YES ☒ NO

☐ YES ☒ 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?

☐ YES ☒ NO

If YES, give details:

☐ YES ☒ 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?

☐ YES ☒ 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?

☒ YES ☐ NO

If YES, give details:

END OF CONTRACT

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?

☐ YES ☒ NO

If YES, give details:

☐ YES ☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES ☒ 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?

☐ YES ☒ NO

If YES, please specify:

☐ YES ☒ NO

If YES, please specify ID No:

☐ YES ☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant (appointee))

NAME	ADDRESS	TEL. NO.
DR. BEATRIZ S. BELONIAS	Department of Biological Sciences, VSU	563-7536
DR. CHERYL C. BATISTEL	Department of Biological Sciences, VSU	563-7536
DR. DAMASA M. MACANDOG	UP-Los Banos, Laguna	N/A

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.

PHOTO

Right Thumbmark

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: VOTER'S ID

ID/License/Passport No.: 7808-0125A-J0294ECB10000

Date/Place of Issuance: NAVAL, BILIRAN

Signature (Sign inside the box)

July 01, 2024

Date Accomplished

SUBSCRIBED AND SWORN to before me this 05 AUG 2024, affiant exhibiting his/her validly issued government ID as indicated above.

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

CS FORM 212 (Revised 2017), Page 4 of 4

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: AUGUST 2023 – JULY 2024
- Position: INSTRUCTOR I
- Name of Office/Unit: Department of Biological Sciences
- Immediate Supervisor: DR. CHERYL C. BATISTEL
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay
- List of Accomplishments and Contributions (if any)
 - (1) Served as the course coordinator for Biol 141- Systematics
 - (2) Attended the 58th Biology Teacher's Association of the Philippines (BIOTA)-Inc.
 - (3) Presented a research paper at the International Conference on Biodiversity and CEBREM 12th Anniversary
- Summary of Actual Duties
 - (1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.
 - (2) Responsible for supervising the conduct of research and other research-related functions such as ensuring that research conducted was based on the approved proposal, submitting quarterly and midyear research progress reports, and presenting papers during the University In-house review and in regional/national R & D Symposia.
 - (3) Performs other administrative functions designated by the immediate department head, or by the university.
- Duration: AUGUST 2022 – JULY 2023
- Position: INSTRUCTOR I
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

(1) On-study leave

- Duration: AUGUST 2021 – July 2022
- Position: INSTRUCTOR I
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

(1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.

(2) Responsible for supervising the conduct of research and other research-related functions such as ensuring that research conducted was based on the approved proposal, submitting quarterly and midyear research progress reports, and presenting papers during the University In-house review and in regional/national R & D Symposia.

(3) Performs other administrative functions designated by the immediate department head, or by the university.

- Duration: APRIL 2021 – JULY 2021
- Position: SUBSTITUTE INSTRUCTOR
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

(1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes

and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.

- Duration: OCTOBER 2020 – FEBRUARY 2021
- Position: PART-TIME INSTRUCTOR
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

(1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.

- Duration: AUGUST 2019 – DECEMBER 2019
- Position: PART-TIME INSTRUCTOR
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

(1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.


- Duration: JANUARY 2019 – JULY 2019
- Position: SUBSTITUTE INSTRUCTOR
- Name of Office/Unit: DEPARTMENT OF BIOLOGICAL SCIENCES
- Immediate Supervisor: DR. ANALYN M. MAZO
- Name of Agency/Organization and Location: Visayas State University- Main Campus, Baybay

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

- (1) Responsible for teaching assigned subjects and performing other teaching-related functions such as preparing and revising teaching materials and visual aids, facilitating online and offline learning modality, preparing and administering quizzes and examinations, checking papers, and submitting grade sheets within the prescribed period. Makes himself available for consultation with his students during scheduled consultation hours.

Attachment to CS Form No. 212


ERN OLIVER C. BALONDO
Date: July 1, 2024