

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	GONZAGA		
FIRST NAME	ROSEMARIE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BAÑOC		
3. DATE OF BIRTH (mm/dd/yyyy)	20/02/1989	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	BRGY. MAITUM, BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
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	BRGY. MAITUM, BAYBAY CITY, LEYTE House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	1.50 m.	18. PERMANENT ADDRESS	BRGY. MAITUM, BAYBAY CITY, LEYTE House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province ZIP CODE 6521
8. WEIGHT (kg)	48 kg		
9. BLOOD TYPE	A	19. TELEPHONE NO.	N/A
10. GSIS ID NO.	CRN-021-1672-6322-6	20. MOBILE NO.	09356285778
11. PAG-IBIG ID NO.	121190472987	21. E-MAIL ADDRESS (if any)	rosemarie.banoc@vsu.edu.ph
12. PHILHEALTH NO.	13-025154689-5		
13. SSS NO.	N/A		
14. TIN NO.	482131478		
15. AGENCY EMPLOYEE NO.	V-00927		


II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GONZAGA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JEROME	NAME EXTENSION (JR., SR) N/A	JAIRESE KAYLE B. GONZAGA	25/12/2017
MIDDLE NAME	RAMIREZ			
OCCUPATION	SELF EMPLOYED			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	BAÑOC			
FIRST NAME	RODULFO	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	SUBAYNO			
25. MOTHER'S MAIDEN NAME				
SURNAME	DIGMAN			
FIRST NAME	ROSITA			
MIDDLE NAME	PAÑA		(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	MAITUM ELEMENTARY SCHOOL	N/A	1996	2002	N/A	2002	3RD HONOR
SECONDARY	BITANHUAN NATIONAL HIGH SCHOOL	N/A	2002	2006	N/A	2006	3RD HONOR
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT EDUCATION	2008	2013	N/A	2013	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN AGRICULTURAL EXTENSION	2013	2016	N/A	2016	GRADUATE TEACHING ASSISTANT
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BANOS	PHD IN EXTENSION EDUCATION	2020	on going	45 units	N/A	VSU Fellowship

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 15, 2022
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[illegible]

## V. WORK EXPERIENCE

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

[illegible]

<b>SIGNATURE</b>		<b>DATE</b>	September 15, 2022	
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Signature

September 15, 2022



# 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)

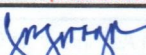
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	Implications of Mandanas Conference Ruling and the Role of Local Governments in National Development	04/06/2022	04/06/2022	8	Managerial	CAS-UPLB
	2nd International Conference on Governance and Development in Post Pandemic Communities	03/23/21	03/25/21	24	Managerial	CPAF-UPLB
	Covid-19 Sustainability Livelihood Training Program	04/07/20	06/03/20	40	Technical	DA-Baybay
	Writing Papers for Peer-Reviewed Publication	01/14/20	01/17/20	32	Technical	ViCARP
	Strengthening of Farmers Organization Relationships and Enhancing Organizational performance on Climate change	10/28/19	10/20/19	24	Technical	FARMI-VSU
	2nd Regional Conference of the Society of Agricultural Educators (SAER 8)	6/21/19	6/21/19	8	Technical	SAER 8
	Training on developing Effective workteams	4/7/19	4/10/19	32	Managerial	POAP
	Regional Training on Capacity Building for Extension Program	3/31/19	4/1/19	16	Technical	PAEPI
	Seminar-Workshop on Outcome Based Education	3/4/19	3/5/19	16	Managerial	CAFS,VSU
	Hands on Training on Conducting Social Science Research	3/1/19	3/3/19	24	Technical	ACIAR
	Retooling Capacity Building Seminar-Workshop	11/26/2018	11/27/2018	16	Managerial	USSO, VSU
	AAACU 22nd Biennial conference and General Assembly	10/16/18	10/18/18	24	Managerial	Visayas State University
	Seminar on Vegetable Nursery Management	10/9/2018	10/9/18	8	Managerial	Dept. of Horticulture
	Training on Extension Delivery System	9/4/18	9/5/18	16	Managerial	City Agriculture office in Ormoc
	Seminar on Socio-Economic Researches in Agriculture, Aquatic and Natural Resources	7/31/18	7/31/18	8	Managerial	PCAARD
	Swine production and management	7/18/18	7/18/18	8	Technical	ATI
	Training on Meat Processing	6/27/2018	6/28/2018	16	Technical	College of agriculture and Food science and Agricultural Training Institute
	Upgrading Sweet Potato Products of the barangay Bunga Women's Association	6/20/2018	6/21/2018	16	Technical	College of agriculture and Food science and Agricultural Training Institute
	Meat processing and Packaging with Actual Use of DFST-SSF Food Processing	11/14/2017	11/14/2017	8	Technical	College of agriculture and Food science and Agricultural Training Institute
	Brown Rice Production, Quality Assurance, packaging and Shelf-Life Evaluation	10/26/2017	10/26/2017	8	Managerial	College of agriculture and Food science and Agricultural Training Institute
	Workshop in Preparation for Level 1 ACCUP Accreditation	10/5/2017	10/6/2017	16	Supervisory	Visayas State University
	Skills Training on efficient Rootcrop Processing with Actual use of Shared Service Facility-Food processing	7/27/2017	7/28/2018	16	Technical	Department of Food Science and Technology
	Training on Cassava Processing	7/21/2017	7/21/2017	8	Technical	College of agriculture and Food science and Agricultural Training Institute
	Training on Bangus Deboning	28/06/2017	28/06/2017	8	Technical	College of agriculture and Food science and Agricultural Training Institute
	Food Processing, Packaging, Food Safety and Quality Evaluation for SmaI Scale Processors in Selected Municipalities of Leyte Province	25/04/2017	27/04/2017	24	Technical	Department of agriculture and Agricultural Training Institute
	Strengthening the Managerial and Training Capabilities of Local Government Units	03/11/2016	04/11/2016	16	Managerial	College of agriculture and Food science and Agricultural Training Institute
	Project IPaD's Knowledge Sharing and learning activity entitled, " Why AgriCOOLture"	18/08/2016	18/08/2016	8	Managerial	Philippine Rice Research Institute

(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)
	Extension works		N/A		VSU- Faculty Association
	Singing				Society of Agricultural Educators in Region 8,Inc.
	Dancing				Philippine Association of Extension Program Implementors,Inc.
	Public relation				
	Reading				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	September 15, 2022
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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:  
\_\_\_\_\_

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. HENRY Y. GOLTIANO	VSU, Visca, Baybay City, Leyte	N/A 565-0601616
Dr. MILAGROS C. BALES	VSU, Visca, Baybay City, Leyte	N/A 565-060-1016
Prof. FATIMA T. BALIÑA	VSU, Visca, Baybay City, Leyte	N/A 565-060-1016

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

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

Government Issued ID: Drivers License

ID/License/Passport No.: H12-20-000328

Date/Place of Issuance: Baybay City, leyte

Signature (Sign inside the box)

September 15, 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



## 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: Instructor III
- Name of Office/Unit: Department of Agricultural Education and Extension
- Immediate Supervisor: Dr. Milagros C. Bales
- Name of Agency/Organization and Location: DAEEEx-VSU
- List of Accomplishments and Contributions (if any)
  - Conducting classes with sounds teaching principles
  - Participates in faculty and staff meetings serves on committees, and participates in other activities
  - Preparing and revising teaching materials for agricultural extension subjects
  - Performing other responsibilities requested by immediate supervisor
- Summary of Actual Duties
  - Responsible for performing instruction, research and extension functions
  - Responsible for students consultation as DBGF and organization adviser in the department.
  - Maintains and disseminates current information pertaining to services available to students throughout the school

- Duration: August 8, 2016– September 14, 2022
- Position: Instructor 1
- Name of Office/Unit: Department of Agricultural Education and Extension
- Immediate Supervisor: Dr. Milagros C. Bales
- Name of Agency/Organization and Location: DAEE, VSU
- List of Accomplishments and Contributions (if any)
  - Conducting classes and extension functions
  - Performing other assigned task in the office e.g. preparing documents for AACUP evaluation
- Summary of Actual Duties
  - Responsible for performing instruction, research and extension functions
  - Responsible for students consultation as DBGF and organization adviser in the department.

- Duration: June 6, 2016– July 7, 2016
- Position: Part-time Instructor
- Name of Office/Unit: Department of Agricultural Education and Extension
- Immediate Supervisor: Dr. Antonia Cecilia Y. Sandoval
- Name of Agency/Organization and Location: DAEE, VSU
  
- List of Accomplishments and Contributions (if any)
  - Conducting classes, computing grades etc.
  - Performing other assigned task in the office
- Summary of Actual Duties
  - Responsible for performing instruction and students' consultation

- Duration: June 15, 2013-October 30, 2015
- Position: Graduate Teaching Assistant
- Name of Office/Unit: Department of Agricultural Education and Extension
- Immediate Supervisor: Dr. Antonia Cecilia Y. Sandoval
- Name of Agency/Organization and Location: DAEE, VSU
  
- List of Accomplishments and Contributions (if any)
  - Conducting classes, computing grades etc.
  - Performing other assigned task in the office
  
- Summary of Actual Duties
  - Responsible for performing instruction and students' consultation

  
**ROSEMARIE B. GONZAGA**

(Signature over Printed Name  
of Employee/Applicant)

Date: September 30, 2022