

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	ALAO		
FIRST NAME	VIRGELIO	NAME EXTENSION (JR., SR) <b>N/A</b>	
MIDDLE NAME	MONTER		
3. DATE OF BIRTH (mm/dd/yyyy)	02/12/1986	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	BALUGO, ALBUERA, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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	Apartment 10 Kilbourne House/Block/Lot No. Street Visca Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.64	ZIP CODE	6521-A
8. WEIGHT (kg)	79		
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	House/Block/Lot No. Street BALUGO Subdivision/Village Barangay ALBUERA LEYTE City/Municipality Province
10. GSIS ID NO.	02004045300	ZIP CODE	6542
11. PAG-IBIG ID NO.	121006608350		
12. PHILHEALTH NO.	132018787249		
13. SSS NO.	0627018420	19. TELEPHONE NO.	NONE
14. TIN NO.	946087052	20. MOBILE NO.	09102000484 / 09677029216
15. AGENCY EMPLOYEE NO.	-----	21. E-MAIL ADDRESS (if any)	<a href="mailto:virgelio.alao@vsu.edu.ph">virgelio.alao@vsu.edu.ph</a>

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	MALINAO - ALAO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	AILEEN	NAME EXTENSION (JR., SR)	PRINCESS VHERLYN M. ALAO	04/11/2019
MIDDLE NAME	OMILA		PRINCE LEONHEL M. ALAO	05/03/2021
OCCUPATION	HOUSEWIFE		----Nothing follows----	
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	ALAO			
FIRST NAME	VICENTE, SR. (DECEASED)	NAME EXTENSION (JR., SR)		
MIDDLE NAME	ACOMPAÑADO			
25. MOTHER'S MAIDEN NAME				
SURNAME	MONTER			
FIRST NAME	JOSEFINA			
MIDDLE NAME	BITONIO		(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	BALUGO ELEMENTARY SCHOOL	PRIMARY SCHOOL	1992	1998		1998	
SECONDARY	BALUGO NATIONAL HIGH SCHOOL	HIGH SCHOOL	1998	2002		2002	SALUTATORIAN
VOCATIONAL / TRADE COURSE	NONE						
COLLEGE	VISAYAS STATE UNIVERSITY (FORMERLY LEYTE STATE UNIVERSITY)	BACHELOR OF SCIENCE IN STATISTICS	2003	2007		2007	COLLEGE SCHOLARSHIP
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES, DILIMAN UNIVERSITY OF THE PHILIPPINES, DILIMAN CEBU NORMAL UNIVERSITY	PHD IN STATISTICS MASTER OF SCIENCE IN STATISTICS MASTER OF SCIENCE IN MATHEMATICS	2021 2013 2010	present 2015 2012	25 Units - 30 UNITS W/ COMPRE EXAM	2015 CANDIDATE	DOST CHED-HEDP- FDP NONE

(Continue on separate sheet if necessary)

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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.

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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		

(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			
	DEVELOPING EFFECTIVE WORK TEAMS	09/06/2021	11/06/2021	24.0	SUPERVISORY	VISAYAS STATE UNIVERSITY (VSU)
	WEBINAR ON STATISTICS: HIGH DIMENSIONAL DATA	16/10/2020	16/10/2020	8.0	TECHNICAL	UNIVERSITY OF THE PHILIPPINES CEBU
	MENTORING THE ADMINISTRATORS-MENTORS: A SUSTAINABLE APPROACH TO GO LIVE ON LMS	08/07/2020	09/07/2020	16.0	SUPERVISORY	EVHEIS-FLMSC
	Are We Ready? UNIVERSITY ACADEMIC and ADMINISTRATIVE OFFICIALS' ON THE EFFECTIVE IMPLEMENTATION OF FLEXIBLE LEARNING MANAGEMENT SYSTEM	02/07/2020	02/07/2020	8.0	SUPERVISORY	EVHEIS-FLMSC
	2019 SCIENCE FAIR AND RESEARCH CONGRESS	10/09/2019	11/09/2019	16.0	TECHNICAL	VISAYAS STATE UNIVERSITY INTEGRATED HIGH SCHOOL (VSUIHS)
	TRAINING COURSE ON BASIC STATISTICAL METHODS USING R COMMANDER	20/06/2019	21/06/2019	12.0	TECHNICAL	PHILIPPINE STATISTICAL RESEARCH AND TRAINING INSTITUTE (PSRTI)
	ANNUAL SENIOR HIGH RESEARCH CONGRESS	06/05/2019	09/05/2019	32.0	TECHNICAL	VISAYAS STATE UNIVERSITY INTEGRATED HIGH SCHOOL (VSUIHS)
	RETOOLING/CAPACITY BUILDING SEMINAR-WORKSHOP 'EFFECTIVE FACILITATING SKILLS AND PROACTIVE INTERVENTION TECHNIQUES IN RESPONDING STUDENT-at-RISK SITUATIONS	26/11/2018	27/11/2018	16.0	TECHNICAL	VSU
	TRAIN THE TRAINERS PROGRAM	09/01/2018	12/01/2018	32.0	TECHNICAL	PSRTI
	SEMINAR-WORKSHOP ON CLASSIFICATION AND REGRESSION TREES	04/12/2017	06/12/2017	27.0	TECHNICAL	PHILIPPINE STATISTICAL ASSOCIATION - CENTRAL VISAYAS AND UNIVERSITY OF THE PHILIPPINES - CEBU
	RESEARCH CONFERENCE AND 2017 CONVENTION OF MATHEMATICAL SOCIETY OF THE PHILIPPINES (MSP), REGIONS 10, 12, AND ARMM	24/10/2017	26/10/2017	27.0	RESEARCH	MATHEMATICAL SOCIETY OF THE PHILIPPINES, REGIONS 10, 12, AND ARMM
	TRAINING COURSE ON STATISTICAL DATA MANAGEMENT AND ANALYSIS USING MS EXCEL 2013 AND REPORT WRITING	09/10/2017	13/10/2017	40.0	TECHNICAL	VSU, PHILIPPINE STATISTICS AUTHORITY (PSA), AND PSRTI
	TRAINING OF TEACHERS IN STATISTICS AND PROBABILITY IN GRADE 11 IN THE SENIOR HIGH SCHOOL CURRICULUM	05/11/2016	27/11/2016	32.0	INSTRUCTION	VSU AND PSRTI
	22ND INTERNATIONAL CONFERENCE ON COMPUTATIONAL STATISTICS, AUDITORIUM/CONGRESS PALACE PRINCIPE FELIPE, OVIEDO, SPAIN	23/08/2016	26/08/2016	32.0	RESEARCH	UNIVERSITY OF OVIEDO, SPAIN & EUROPEAN REGIONAL SEC. OF IASC
	2016 MATHEMATICS TEACHERS ASSOCIATION OF THE PHILIPPINES-TERTIARY LEVEL (MTAP-TL) INTERNATIONAL CONVENTION	27/07/2016	29/07/2016	24.0	RESEARCH	MATHEMATICS TEACHERS ASSOCIATION OF THE PHILIPPINES-TERTIARY LEVEL

(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)
	DATA ANALYSIS				UNIVERSITY OF THE PHILIPPINES (UP) ALUMNI ASSOCIATION (UPAA)
	SINGING				VISAYAS STATE UNIVERSITY SYSTEM FACULTY UNION (VSUSFU)
	DANCING				VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION
	SPORTS				
	PLANTING				

(Continue on separate sheet if necessary)

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## 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: **Assistant Professor III**
- Name of Office/Unit: **Department of Statistics**
- Immediate Supervisor: **May Ann E. Palen (2022), Paulo G. Batidor (2023 – Present)**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and revises teaching materials/guides and submit to department head.
  - b. Prepares and gives examinations (mid/final/long/quizzes).
  - c. Checks test papers and returns to students one week after examination.
  - d. Submits grade sheets within prescribed period to the Registrar through the department.
  - e. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.
4. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions.
5. Perform other functions assigned by the department head.

- Duration: **July 1, 2019 – September 14, 2022**
- Position: **Assistant Professor I**
- Name of Office/Unit: **Department of Statistics**
- Immediate Supervisor: **May Ann E. Palen (2022), Ma. Theresa P. Loreto (2020 – 2021), Norberto E. Milla (2019)**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and revises teaching materials/guides and submit to department head.
  - b. Prepares and gives examinations (mid/final/long/quizzes).
  - c. Checks test papers and returns to students one week after examination.
  - d. Submits grade sheets within prescribed period to the Registrar through the department.
  - e. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.



- Duration: **November 1, 2010 – August 1, 2016**
- Position: **Instructor I**
- Name of Office/Unit: **Department of Mathematics, Physics and Statistics**
- Immediate Supervisor: **Norberto E. Milla (2016), Remberto A. Patindol (2010 – 2015)**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned mathematics and statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and revises teaching materials/guides and submit to department head.
  - b. Prepares and gives examinations (mid/final/long/quizzes).
  - c. Checks test papers and returns to students one week after examination.
  - d. Submits grade sheets within prescribed period to the Registrar through the department.
  - e. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.
4. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions.
5. Perform other functions assigned by the department head.

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- Duration: **June 9, 2008 – October 8, 2010**
- Position: **Part-Time Instructor**
- Name of Office/Unit: **Department of Mathematics, Physics and Statistics**
- Immediate Supervisor: **Remberto A. Patindol (2010 – 2015)**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned mathematics and statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and gives examinations (mid/final/long/quizzes).
  - b. Checks test papers and returns to students one week after examination.
  - c. Submits grade sheets within prescribed period to the Registrar through the department.
  - d. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.
4. Perform other functions assigned by the department head.

  
VIRGELIO M. ALAO

(Signature over Printed Name  
of Employee/Applicant)

Date: April 17, 2024



4. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions
5. Plan, organize, and periodically review and evaluate departmental activities and programs.
6. Assist the Dean in the recruitment, promotion, transfer, and separation of faculty.
7. Perform other functions assigned by the immediate supervisor.

- Duration: **January 1, 2017 – June 30, 2019**
- Position: **Instructor II**
- Name of Office/Unit: **Department of Statistics**
- Immediate Supervisor: **Norberto E. Milla**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned mathematics and statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and revises teaching materials/guides and submit to department head.
  - b. Prepares and gives examinations (mid/final/long/quizzes).
  - c. Checks test papers and returns to students one week after examination.
  - d. Submits grade sheets within prescribed period to the Registrar through the department.
  - e. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.
4. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions.
5. Perform other functions assigned by the department head.

- Duration: **August 2, 2016 – December 31, 2016**
- Position: **Instructor I**
- Name of Office/Unit: **Department of Statistics**
- Immediate Supervisor: **Norberto E. Milla**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- Summary of Actual Duties

1. Teaches assigned mathematics and statistics courses and performs other teaching related functions, among others, the following:
  - a. Prepares and revises teaching materials/guides and submit to department head.
  - b. Prepares and gives examinations (mid/final/long/quizzes).
  - c. Checks test papers and returns to students one week after examination.
  - d. Submits grade sheets within prescribed period to the Registrar through the department.
  - e. Turns over class records to College Dean within two weeks after final examination.
2. Makes myself available for consultation by my students during scheduled consultation hours.
3. Does research consultations and analyze students' research data.
4. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions.
5. Perform other functions assigned by the department head.