CS Form No. 212								
Revised 2017	PERSO	NAL DAT	A SH	IEE1				
WARNING: Any misrepresenta	ation made in the Personal Data Sheet and the	e Work Experience Sheet sha	all cause the	filing of adm	inistrative/	criminal case/s ac	gainst the per	son
concerned.	TO FILLING OUT THE PERSONAL DATA SH							
	s (and use separate sheet if necessary. Indicate				1. CS ID No.		(Do not fill up. F	or CSC use only
I. PERSONAL INFORMATION	ON							
2. SURNAME	ATOK				A 1 = 5			
FIRST NAME	JO JANE	topic		NAME EXTENSION (JR., SR): NONE				
MIDDLE NAME	DAISOG				-			
DATE OF BIRTH (mm/dd/yyyy)	04/12/1991	16. CITIZENSHIP		☑ Filipi	no [Dual Citizenship		
4. PLACE OF BIRTH	KAWAYAN, BILIRAN	If holder of dual citize	nship,	Pls. indicate cou			by naturalia country:	zation
5. SEX	☐ Male ☑ Female	please indicate the details.						•
6 CIVIL STATUS	☑ Single ☐ Married	17. RESIDENTIAL ADDRESS	11-	use/Block/Lot N	10		PUROK 1 Street	
	☐ Widowed ☐ Separated ☐ Other/s:						CONCEPCION	
7. HEIGHT (m)	1.58	50 3 3 7 6 7 7		ORMOC CITY			Barangay LEYTE	
8. WEIGHT (kg)	48.7	ZIP CODE		City/Municipality 6541			Province	
9. BLOOD TYPE	0	18. PERMANENT ADDRESS					PUROK 1	
10. GSIS ID NO.		IZKANAN STUAK PAYAS PASSANCUK SE		use/Block/Lot N			Street CONCEPCION	
11. PAG-IBIG ID NO.	1212-0260-9299	1.28) Mb - 181 (12 - 42		ORMOC CITY			Barangay LEYTE	
12. PHILHEALTH NO.	13-025211674-6	ZIP CODE		City/Municipality 6541			Province	
13. SSS NO.	10-023211014-0	richary Umrein SA Ac		0341		NONE		
14. TIN NO.	457-368-559-000	19. TELEPHONE NO.		+639 67 287 4451 or +63938 004 6242				
	437-300-335-000	20. MOBILE NO.		atokjojane041291@gmail.com or jojane.atok@vsu.edu.ph				
15. AGENCY EMPLOYEE NO. II. FAMILY BACKGROUND		21. E-MAIL ADDRESS (if any)		atokjojane04	1291@gma	ail.com or jojane.at	tok@vsu.edu.	ph
22. SPOUSE'S SURNAME	NONE		23 NAME of C	HII DREN /MA	te full name a	nd liet all)	DATE OF BIR	TH (mm/dd/yyyy)
FIRST NAME		NAME EXTENSION (JR., SR)		23. NAME of CHILDREN (Write full name and list all) NONE			NONE	
			NONE				NONE	
MIDDLE NAME								
OCCUPATION								
EMPLOYER/BUSINESS NAME			-					
BUSINESS ADDRESS								
TELEPHONE NO.				***************************************				
24. FATHER'S SURNAME	АТОК	-						
FIRST NAME	JOHNNY	NAME EXTENSION (JR., SR): NONE						
MIDDLE NAME	BALONDO							
25. MOTHER'S MAIDEN NAME								
SURNAME	DAISOG							
FIRST NAME	DALIA			The state of the s				Charles with an accompany as as as as
MIDDLE NAME	SIOC			(Co	ontinue on se	eparate sheet if nece	ssary)	
III. EDUCATIONAL BACK	GROUND							
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGRI (Write in full)	EE/COURSE	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	SABANG BAO ELEMENTARY SCHOOL	BASIC EDUCATION		1997	2003	Graduated	2003	Salutatorian
SECONDARY	LEYTE STATE UNIVERSITY LABORATORY HIGH SCHOOL now VISAYAS STATE UNIVERSITY INTEGRATED HIGH SCHOOL	SECONDARY EDUCATION	*****	2003	2007	Graduated	2007	None
		1		+		+	-	-

VOCATIONAL / TRADE COURSE NIX Conducted VISAYAS STATE UNIVERSITY COLLEGE TERTIARY EDUCATION 2007 2011 2011 None GRADUATE STUDIES None SIGNATURE DATE JUNE 15, 2020 CS FORM 212 (Revised 2017), Page 1 of 4

SHARING NO SHARING SHARING	R SERVICE/RA 108	THE REAL PROPERTY OF THE PARTY		DATE OF	T			LICENSE (#4)	pplicable)
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANCAY EL (CIBILITY / DRIVERS LICENCE		RATING (If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of	
BARANGAY ELIGIBILITY / DRIVER'S LICENSE CSC CAREER SERVICE PROFESSIONAL				KAPANGIAN CENTRAL	SCHOOL T	ACLOBAN		Validity	
LIGIBILITY		w		APRIL 6, 2014	CITY				
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contain with to Arth						general and a decree			
					nglish Chromovopada				Age and distance of the same of
									
			(C	ontinue on separate she	et if necessary)				
	XPERIENCE								
	ate employment	. Start from your recen	t work) Descripti	on of duties should	be indicated in the attach	ed Work Exp	SALARY/ JOB/ PAY		
	n/dd/yyyy)	POSITION T (Write in full/Do not			GENCY / OFFICE / COMPANY ull/Do not abbreviate)	MONTHLY SALARY	GRADE (if applicable)& STEP	STATUS OF APPOINTMENT	GOV'T SERVICE
From	То	(varie in idiabo not	audi eviale)		dirbo not appreviate;		(Format "00-0")/ INCREMENT		(Y/N)
01/16/2014	03/31/2020	SCIENCE RESEARCE	H ASSISTANT	PHILRROTCROPS VISAYAS STATE UI	NIVERSITY	26,000.00 - 31,000.00		JOB ORDER	YES
09/01/2017	03/31/2018	SCIENCE RESEARCH	H ASSISTANT	PHILRROTCROPS VISAYAS STATE UI		21,000.00		JOB ORDER	YES
05/01/2014	08/31/2017	SCIENCE RESEARC	H ASSISTANT	PHILRROTCROPS	and in the state of the state o	19,000.00 -		JOB ORDER	YES
01/16/2014	04/31/2014	SCIENCE RESEARC		VISAYAS STATE UI PHILRROTCROPS		12,000.00		JOB ORDER	YES
				NATIONAL ABACA	RESEARCH CENTER	11,000.00 -		JOB ORDER	YES
08/01/2011	12/31/2013	SCIENCE RESEARCE	1 A33131 AN1	VISAYAS STATE UI	NIVERSITY	15,000.00		JOB ORDER	IES
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				ontinue on separate she	et if necessary)				
SIGNA	ATURE		CV		DATE	Topological Control of the Control o	JUNE	15, 2020	

9. NAME & ADDRESS OF ORG	GANIZATION		/E DATES			
(Write in full)		From	То	NUMBER OF HOURS		POSITION / NATURE OF WORK
NE						
		-7				
		-				
		-				
. LEARNING AND DEVELOPMENT (L&D) IN		ntinue on separate s OGRAMS ATTE)		
art from the most recent L&D/training program and include				nief/Executive/Mana	gerial positions)	
). TITLE OF LEARNING AND DEVELOPMENT INTER	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE		Type of LD (Managerial/	CONDUCTED/ SPONSORED BY
(Write in full)		(mm/dd/yyyy) From To		NUMBER OF HOURS	Supervisory/ Technical/etc)	(Write in full)
E FLUORESCENT CELL IMAGER TRAINING		02/07/2019	02/07/2018	8	RESEARCH	LIFELINE DIAGNOSTIC, INC.
AINING-WORKSHOP ON LACTATE DEHYDROGENA	SE CYTOTOXICITY ASSAY	12/03/2018	12/14/2018	80	RESEARCH	DMBEL, NIMBB, UNIVERSITY OF THE PHILIPPINES
TENT SEARCH AND PATENT DRAFTING WRITE SH	OP	09/10/2018	09/14/2018	40	RESEARCH	INTELLECTUAL PROPERTY OFFICE OF THE
LAS 30TH ANNUAL SCIENTIFIC CONFERENCE		04/25/2018	05/25/2018	16	RESEARCH	PHILIPPINES PHILIPPINE ASSOCIATION FOR LABORATORY
SQ-31/33B TRAINING (PROTEIN SEQUENCER)		03/12/2018	03/16/2018	40	RESEARCH	ANIMAL SCIENCE SHIMADZU SANJO WORKS
PERATION OF PPSQ WITH HPLC PROMINENCE		05/16/2017	05/18/2017	24	RESEARCH	KYOTO, JAPAN SHIMADZU PHILIPPINES
FETY HANDLING OF HORIZONTAL FLOW HOOD CA	ABINET	10/12/2017	10/12/2017	4	RESEARCH	Philippine Root Crop Research and Training
VANCED S2E CELL SORTER TRAINING	den more de la convenience de la seguint de la merca propriet de moto de la desta de la position de la constant	08/18/2016	18/19/2016	16	RESEARCH	Center, Visayas State University BIORAD LABORATORIES, SINGAPORE
		-		24	RESEARCH	BIORAD LABORATORIES, SINGAPORE
ASIC S3E CELL SORTER TRAINING	OUTHOTATION OPERATIONS	07/05/2016	07/07/2016	-		AGILENT TECHNOLOGIES SINGAPORE
GILENT INFINITY SERIES HPLC WITH OPENLAB CDS RITING SCIENTIFIC PAPER AND PUBLISHING IN INT	11/18/2014	11/21/2014	32	RESEARCH	VISAYAS STATE UNIVERSITY	
DURNAL		05/14/2014	05/14/2014	8	RESEARCH	PLANT BREEDING AND BIOTECHNOLOGY DIVISION
ANDS-ON TRAINING ON DNA FINGERPRINTING AND	MARKER DATA ANALYSIS	09/26/2011	10/07/2011	80	RESEARCH	PHILIPPINE RICE RESEARCH INSTITUTE
				-		
	plant had					
	(C	Continue on separate	sheet if necessa	ny)		
/III. OTHER INFORMATION	T N	ON-ACADEMIC DIST	INCTIONS / RECO	OGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION
31. SPECIAL SKILLS and HOBBIES	32. N		rite in full)			33. (Write in full)
MOUNTAINEERING		NONE				
COMPUTER LITERATE-MICROSOFT OFFICE			Marine Control Secretary			
NTSYS PC AND POWER MARKER PROGRAM						
LABORATORY EQUIPMENT TROUBLESHOOTING						
INCOBLECTION						
		3 2 3 3 3 3 3 3 3				
		(Continue on sepa	rate sheet if nece	ssary)		JUNE 15, 2020
SIGNATURE	T Cx	_			DATE	CS FORM 212 (Revised 2017), Page

34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed,	4				
	a. within the third degree?	YES NO				
	b. within the fourth degree (for Local Government Unit - Care	YES V NO				
	D. Within the loutin degree for Local Government only out	an project of	If YES, give details:			
0.5	a. Have you ever been found guilty of any administrative offe	ense?	☐ YES ☑ NO			
35.	a. nave you ever been found guilty or any dammer and	If YES, give details:				
	b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed: Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of an any court or tribunal?	f YES ☑ NO If YES, give details:				
37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, et (abolition) in the public or private sector?	YES NO If YES, give details: After completion of project, end of contract				
38.	a. Have you ever been a candidate in a national or local ele Barangay election)?	☐ YES ☑ NO If YES, give details:				
parameter variables of the section o	b. Have you resigned from the government service during to election to promote/actively campaign for a national or local	☐ YES ☑ NO If YES, give details:				
39.	Have you acquired the status of an immigrant or permanen	☐ YES ☑ NO If YES, give details (country):				
40. O.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972). Are you a member of any indigenous group? Are you a person with disability? 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 applican	t /appointee)				
	NAME	ADDRESS	TEL. NO.			
ED	GARDO E. TULIN	VISAYAS STATE UNIVERSITY	563-7067			
MA	. THERESA P. LORETO	DEPARTMENT OF BIOTECHNOLOGY, VISAYAS STATE UNIVERSITY	9056893008			
-	LINDA A. VASQUEZ	PHILROOTCROPS, VISAYAS STATE UNIVERSITY	563-7229			
W Changling Change Colonia Colonia Colonia Change C	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertial Phillippines. I authorize the agency head/authorized repressagree that any misrepresentation made in this document administrative/criminal case/s against me.	nent laws, rules and regulations of the sentative to verify/validate the contents state	Republic of the ed herein. ATOK, JOJANE D.			
	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance					
District of the last of the la	Sovernment Issued ID: PASSPORT					
-	D/License/Passport No.: EB9830520	ox)				
	tate/Place of Issuance: 12/13/2013	Right Thumbmark				
	SUBSCRIBED AND SWORN to before me this	, affiant exhibit	ng his/her validly issued government ID as indicated above.			
-		ATTY RYSAN C. GUINOCOR VSULEGAL OFFICER Person Administering Oatt				

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: January 2014 March 2020 (PhilRootcrops)
 August 2011 December 2013 (NARC)
- Position: Science Research Assistant
- Name of Office/Unit: Philippine Root Crop Research and Training Center
 National Abaca Research Center

Immediate Supervisor: Dr. Edgardo E. Tulin (2014-2020)
Dr. Ruben M. Gapasin (2011-2013)

- Name of Agency/Organization and Location: Visayas State University
 Visca, Baybay City, Leyte
 6521 Philippines
- List of Accomplishments and Contributions (if any)
 - Worked closely with the project leader in drug discovery for the treatment of Diabetes mellitus.
 - Contribute to the mass production of bioinoculant for the field evaluation of sweet potato and purple yam.
 - Worked closely with the project leader in the identification and screening of medicinal plants for the treatment of diabetes.
 - o Contribute to the development of a diagnostic kit for Philippine Carabao Mango.
 - Worked closely with the project and study leader in the characterization of Abaca using molecular techniques.
- Summary of Actual Duties
 - i. Science Research Assistant (April 2018 March 2020)

Project title: In vitro Toxicity Testing of Plant Extracts with Bioactivity against Diabetes mellitus

- Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project;
- Prepare reagents and chemical solutions;
- Collect sample materials;
- Samples preparation and extraction of plant samples;
- Perform enzyme inhibition test;
- Perform vacuum liquid chromatography purification of plant extracts;
- Perform cytotoxicity assay;
- Perform glucose uptake assay on non-toxic plant extracts;
- Attend seminars and meetings relevant to the project;

Do paper works, reports, and data analysis.

ii. Science Research Assistant (September 2017 - March 2018)

Project Title: Field evaluation of microbial inoculant for micronutrient mobilization on the growth, yield and nutritional quality of sweet potato and purple yam

- Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project;
- Prepare reagents and chemical solutions;
- Collection and processing plant samples for the organic substrates;
- o Mass production of microbial inoculant;
- Prepare sites for planting;
- Soil sampling and analysis;
- o Do paper works, reports, and data analysis.

iii. Science Research Assistant (June 2014 – August 2017)

Project title: Molecular Discovery Project from Selected Philippine Indigenous Medicinal Plants for Treatment of Diabetes mellitus

- Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project;
- o Prepare reagents and chemical solutions;
- Collect sample materials of the selected medicinal plants;
- Samples preparation, Aqueous and Organic Extraction of plant samples;
- Perform evaluation, purification and functional characterization of alpha-amylase and alpha-glucosidase inhibitors derived from selected medicinal plants for the potential treatment of diabetes;
- Perform bioassay-guided isolation, identification and functional characterization of plant insulin mimetics from selected medicinal plants;
- Perform evaluation and purification through silica gel column chromatography and high-performance liquid chromatography (HPLC);
- Do paper works, reports and data analysis.

iv. Science Research Assistant (January 2014 – May 2014)

Project title: Genetic Markers and Immuno-based Identification of Philippine Carabao Mango

- Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project;
- Prepare reagents and chemical solutions;
- Collect leaves of different carabao mango varieties;
- Protein Extraction of collected mango leaf samples;
- Protein identification and differentiation through 2-DE gel analysis;
- Do paper works, reports, and data analysis.

v. Science Research Assistant (August 2011 – December 2013)

Project title: DNA Fingerprinting, molecular and morphological characterization of abaca accessions at the NARC Germplasm collections

- Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project;
- Prepare reagents and chemical solutions;
- o Collect leaves of different abaca accessions in the covered field area;
- Perform DNA Extraction;
- o Perform PCR analysis using microsatellite primers;
- Do paper works, reports, and data analysis using NTSysPC and Power marker program.

Attachment to CS Form No. 212

JO JANE D. ATOK
(Signature over Printed Name
of Employee/Applicant)

Date: June 15, 2020