

# 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 ( ) ☐ 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	SALAS		
FIRST NAME	YSSAKHAR	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ALGODON		
3. DATE OF BIRTH (mm/dd/yyyy)	09/27/1989	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	BAYBAY, 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 checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.65	17. RESIDENTIAL ADDRESS	36 KILBOURNE House/Block/Lot No. Street VISCA PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
8. WEIGHT (kg)	81	ZIP CODE	6521-A
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	36 KILBOURNE House/Block/Lot No. Street VISCA PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	CRN-021-1994-7668-3	ZIP CODE	6521-A
11. PAG-IBIG ID NO.	1210-3274-6373		
12. PHILHEALTH NO.	090503277149		
13. SSS NO.	06-3189180-8	19. TELEPHONE NO.	N/A
14. TIN NO.	423-158-703-000	20. MOBILE NO.	09565210646
15. AGENCY EMPLOYEE NO.	NA	21. E-MAIL ADDRESS (if any)	yzakh_15@yahoo.com

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME		NAME EXTENSION (JR., SR)	NA	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	SALAS			
FIRST NAME	FELIX	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MANAGBANAG			
25. MOTHER'S MAIDEN NAME				
SURNAME	ALGODON			
FIRST NAME	ROSARIO			
MIDDLE NAME	ULBATA		(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	ALPHA CHRISTIAN SCHOOL	PRIMARY EDUCATION	1996	2002	graduated	2002	WITH HIGH HONORS
SECONDARY	LSU LABORATORY HIGH SCHOOL	HIGH SCHOOL	2002	2006	graduated	2006	WITH HIGH HONORS
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	TOKYO UNIVERSITY OF AGRICULTURE AND TECHNOLOGY	SHORT-TERM EXCHANGE PROGRAM FOR SCIENCE AND ENGINEERING	2009	2010	graduated		JASSO SCHOLAR
	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN CHEMISTRY	2006	2011	graduated	2011	CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF EDUCATION IN CHEMISTRY	2015	2016	12	NA	NA
	UNIVERSITY OF THE PHILIPPINES LOS BANOS	MASTER OF SCIENCE IN CHEMISTRY	2016	PRESENT	31	NA	CHED

(Continue on separate sheet if necessary)

SIGNATURE		DATE	NOVEMBER 29, 2021
-----------	---	------	-------------------



IV. CIVIL SERVICE ELIGIBILITY					
27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)
					NUMBER      Date of Validity
	REGISTERED CHEMIST		10/21/2011	MANILA, PHILIPPINES	00011155      9/27/2024
	CERTIFICATE OF ELIGIBILITY: HONOR GRADUATE ELIGIBILITY (PD 907)		4/5/2011		133825      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						
	6/8/2015	PRESENT	INSTRUCTOR I	VISAYAS STATE UNIVERSITY		SG-12	TEMPORARY REGULAR	Y
	1/16/2012	5/22/2015	PROCESS ENGINEER	PHILIPPINE MANUFACTURING CO. OF MURATA, INC.			PERMANENT	N

(Continue on separate sheet if necessary)

SIGNATURE		DATE	NOVEMBER 29, 2021
-----------	---	------	-------------------



# 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		
	NA				

(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			
Six Sigma Yellow Belt	06/23/2020	10/13/2021	170	Technical	University System of Georgia
Industrial Biotechnology	08/28/2020	10/13/2021	60	Technical	University of Manchester
Global Environmental Management	09/01/2020	10/07/2021	50	Managerial	Technical University of Denmark
Understanding Research Methods	08/27/2020	09/24/2021	40	Technical	University of London
AAACU 22nd Biennial Conference and General Assembly	10/16/2018	10/18/2018	24	Technical	Asean Association of Agricultural College and Universities
4th AFSA Internation Conference on Food Safety and Food Security	10/09/2018	10/12/2018	32	Technical	Asian Food Safety and Security Association
18th PSSN Annual Scientific Conference (IconSIE 2018)	04/15/2018	04/18/2018	24	Technical	Philippine Society for the Study of Nature, Inc. (PSSN)
Gender Sensitivity Training and Anti-sexual Harassment Orientation	03/23/2016	03/23/2016	8	Technical	Institute of Strategic Research and Development Studies
1st Philippine Society of Biochemistry and Molecular Biology - Visayas Chapter Symposium on Advances in Biochemistry and Molecular Biology	01/15/2016	01/15/2016	8	Technical	Philippine Society of Biochemistry and Molecular Biology
Training Workshop on Writing and Presenting Proposal Towards Building Science Culture in Eastern Visayas Region	10/01/2015	10/02/2015	16	Technical	National Academy of Science and Technology, Philippines Outstanding
Orientation Seminar of Newly-Hired Regular and Part-Time Instructors	06/08/2015	06/08/2015	8	Technical	Visayas State University
Understanding, Documenting and Implementing OHSAS 18001:2007	10/09/2014	10/10/2014	16	Technical	Neville Clark
OHSAS 18001:2007 Hazard Identification, Risk Assessment and Determining Controls	09/18/2014	09/18/2014	8	Technical	Neville Clark
Seminar on Meeting the Needs of Diverse UPOU ODeLearners	08/04/2014	08/04/2014	8	Technical	University of the Philippines Open University
Integrated Core Tools Training	07/07/2014	07/11/2014	40	Technical	Neville Clark
Implementing QA/QC in Analytical Chemistry Laboratories For ASEAN 2015	02/17/2014	02/15/2014	16	Managerial	Integrated Chemists of the Philippines
Environmental Management System ISO 14001:2004 Internal Auditor Course	03/07/2013	03/08/2013	16	Managerial	Bureau Veritas
Chemical Handling	06/15/2013	06/15/2013	8	Technical	PMM - PM5127 Environment, Safety and Health

(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)
BADMINTON	NIA	VSU Faculty Association,
		Integrated Chemists of the Philippines
		Philippine Society of Biochemistry and Molecular Biology
		Phil. Society for the Study of Nature (PSSN), INC
		Asian Food Safety and Security Association

(Continue on separate sheet if necessary)

SIGNATURE		DATE	NOVEMBER 29, 2021
-----------	---	------	-------------------



<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 40%;">NAME</th><th style="width: 40%;">ADDRESS</th><th style="width: 20%;">TEL. NO.</th></tr></thead><tbody><tr><td>DR. CANDELARIO L. CALIBO</td><td>DOPAC, VSU, VISCA, BAYBAY CITY</td><td></td></tr><tr><td>PROF JACOB GLENN F. JANSALIN</td><td>DOPAC, VSU, VISCA, BAYBAY CITY</td><td></td></tr><tr><td>DR. ELIZABETH S. QUEYED</td><td>DOPAC, VSU, VISCA, BAYBAY CITY</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	DR. CANDELARIO L. CALIBO	DOPAC, VSU, VISCA, BAYBAY CITY		PROF JACOB GLENN F. JANSALIN	DOPAC, VSU, VISCA, BAYBAY CITY		DR. ELIZABETH S. QUEYED	DOPAC, VSU, VISCA, BAYBAY CITY	
NAME	ADDRESS	TEL. NO.											
DR. CANDELARIO L. CALIBO	DOPAC, VSU, VISCA, BAYBAY CITY												
PROF JACOB GLENN F. JANSALIN	DOPAC, VSU, VISCA, BAYBAY CITY												
DR. ELIZABETH S. QUEYED	DOPAC, VSU, VISCA, BAYBAY CITY												
<p>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.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</td></tr><tr><td>PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: <b>PRC</b></td></tr><tr><td>ID/License/Passport No.: <b>00011155</b></td></tr><tr><td>Date/Place of Issuance: <b>SEPTEMBER 29, 2011 / MANILA</b></td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: <b>PRC</b>	ID/License/Passport No.: <b>00011155</b>	Date/Place of Issuance: <b>SEPTEMBER 29, 2011 / MANILA</b>	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="text-align: center;"> Signature (Sign inside the box) <b>NOVEMBER 29, 2021</b> Date Accomplished</td></tr></table>	 Signature (Sign inside the box) <b>NOVEMBER 29, 2021</b> Date Accomplished						
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)													
PLEASE INDICATE ID Number and Date of Issuance													
Government Issued ID: <b>PRC</b>													
ID/License/Passport No.: <b>00011155</b>													
Date/Place of Issuance: <b>SEPTEMBER 29, 2011 / MANILA</b>													
 Signature (Sign inside the box) <b>NOVEMBER 29, 2021</b> Date Accomplished													
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="text-align: center;"> Right Thumbmark</td></tr></table>		 Right Thumbmark											
 Right Thumbmark													
<p>SUBSCRIBED AND SWORN to before me this <b>08 FEB 2022</b>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="text-align: center;"> <b>ATTY. RYSAN C. GUINOCOR</b> VSU Chief Legal Officer Person Administering Oath</td></tr></table>		 <b>ATTY. RYSAN C. GUINOCOR</b> VSU Chief Legal Officer Person Administering Oath											
 <b>ATTY. RYSAN C. GUINOCOR</b> VSU Chief Legal Officer Person Administering Oath													



## WORK EXPERIENCE SHEET

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

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 starting with the most recent/present employment

- Duration: June 8, 2015 – present
  - Position: Instructor I
  - Name of Office/Unit: Department of Pure and Applied Chemistry
  - Immediate Supervisor: Dr. Elizabeth S. Quevedo
  - Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
  - List of Accomplishments and Contributions (if any)
    - Developed course outline and syllabus
  - Summary of Actual Duties
    - Teaches assigned chemistry subjects and performs other teaching related functions
    - Performs research and extension functions
- 
- Duration: January 2012 – May 2015
  - Position: Process Engineer
  - Name of Office/Unit: PM5122 – Process Engineering
  - Immediate Supervisor: Teruo Yoshida
  - Name of Agency/Organization and Location: Philippine Manufacturing Co. of Murata, Inc., Tanauan City, Batangas
  - List of Accomplishments and Contributions (if any)
    - Murata Boy Award for 2 consecutive years (2013 and 2014)
    - Employee of the Year 2013
    - Best Improvement Project for 2 consecutive years (2013 and 2014)
  - Summary of Actual Duties
    - Process Improvement, Process Stability, Process Standards and Specifications,
    - Product and Quality Evaluation
    - Environment, Safety and Health (ESH) Officer and Internal Lead Auditor

  
**YSSAKHAR A. SALAS**

(Signature over Printed Name  
of Employee/Applicant)

Date: November 29, 2021