

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	ESPINOSA		
FIRST NAME	ELIZA	NAME EXTENSION (JR., SR) None	
MIDDLE NAME	DADOLE		
3. DATE OF BIRTH (mm/dd/yyyy)	7/7/1968	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input checked="" type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	NAAWAN, MISAMIS ORIENTAL	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	3559-B National Highway House/Block/Lot No. Street 0164 Bulacan Subdivision/Village Barangay Hindang Leyte City/Municipality Province
7. HEIGHT (m)	5'1	ZIP CODE	6523
8. WEIGHT (kg)	56 kg		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	3559-B National Highway House/Block/Lot No. Street 0164 Bulacan Subdivision/Village Barangay Hindang Leyte City/Municipality Province
10. GSIS ID NO.	006 0071 3379 6	ZIP CODE	6523
11. PAG-IBIG ID NO.	913199016644		
12. PHILHEALTH NO.	13 000093150 1		
13. SSS NO.	None	19. TELEPHONE NO.	None
14. TIN NO.	166 550 748	20. MOBILE NO.	0917 107 5587
15. AGENCY EMPLOYEE NO.	V00600	21. E-MAIL ADDRESS (if any)	eliza.espinosa@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ESPINOSA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	EDGAR	NAME EXTENSION (JR., SR) None	EDGE DADOLE ESPINOSA	2/17/2009
MIDDLE NAME	DELO SANTOS			
OCCUPATION	ADMINISTRATIVE AIDE VI			
EMPLOYER/BUSINESS NAME	LGU INOPACAN, LEYTE			
BUSINESS ADDRESS	INOPACAN, LEYTE			
TELEPHONE NO.	None			
24. FATHER'S SURNAME	DADOLE			
FIRST NAME	LILIO	NAME EXTENSION (JR., SR) None		
MIDDLE NAME	DACOCO			
25. MOTHER'S MAIDEN NAME				
SURNAME	LABIS			
FIRST NAME	ROSARIO			
MIDDLE NAME	CABELES			

(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	NAAWAN CENTRAL SCHOOL	PRIMARY EDUCATION	1975	1980	GRADUATED	1980	None
SECONDARY	MINDANAO STATE UNIVERSITY-NAAWAN FISHERIES HIGH SCHOOL	HIGH SCHOOL	1981	1984	GRADUATED	1984	None
VOCATIONAL / TRADE COURSE	None	None	None	None	None	None	None
COLLEGE	MINDANAO STATE UNIVERSITY-SCHOOL OF MARINE FISHERIES AND TECHNOLOGY, NAAWAN, MISAMIS ORIENTAL	BACHELOR OF SCIENCE IN MARINE BIOLOGY	1985	1993	GRADUATED	1993	None
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS, TALAMBAN, CEBU CITY	MASTER OF SCIENCE IN MARINE BIOLOGY	1995	2007	GRADUATED	2007	None

(Continue on separate sheet if necessary)

SIGNATURE

DATE

11/15/19

[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]

SIGNATURE		DATE	11/15/19
-----------	---	------	----------

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

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		
	None	None	None	None	None

(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			
	International Seminar on Biodiversity Conservation for Human Wellbeing held at the International Academy for Nature Conservation Isle of Vilm, July 16 to 21, 2017.	7/16/2017	7/21/2017	5 days	Co-Paper Presenter	GIZ-Protected Area Management Enhancement Project
	International Conference on Environmental and Forest Conservation (ICEF) held at Dakak Beach Resort, Dapitan City, Philippines, November 18 -20, 2018.	11/18/2018	11/20/2018	2 days	Paper Presenter	Personal
	3rd International River Summit, "Healthy Watersheds-Clean Rivers-Safer Communities", Pryce Plaza Hotel, Cagayan de Oro City	11/24/2016	11/26/2016	3 days	Participant	GIZ-Protected Area Management Enhancement Project
	2nd National Protected Area Conference: "Sustaining Ecosystem Services and Benefits from Protected Areas", Holiday Inn Manila Galleria, Ortigas Center, Pasig City	4/6/1016	4/8/2016	3 days	Participant	Biodiversity Management Unit, DENR-8
	Seminar-Writeshop on Proposal Writing and Scientific Articles for Publication held at CFES Training Room, VSU, Baybay City, Leyte	12/9/2015	12/10/2015	2 days	Participant	College of Forestry and Environmental Science- VSU
	Participatory Coastal Resource Assessment Training, Inopacan and Himokilan, Hindang, Leyte	11/4/2015	11/6/2015	3 days	Trainor	GIZ-Protected Area Management Enhancement Project
	CFES RDE In-House Review, CFES Training Room, VSU, Baybay City, Leyte	10/7/2015	10/8/2015	2 days	Paper Presenter	College of Forestry and Environmental Science- VSU
	13th National Symposium on Marine Science (PAMS), Green Leaf Hotel, General Santos City	10/22/2015	10/24/2015	3 days	Co-Paper Presenter	Marine Protected Area Support Network (MSN)
	5th Para el MAR-MPA Awards and Recognition at Green Leaf Hotel, General Santos City	10/24/2015		1 day (8hrs)	Evaluator	Marine Protected Area Support Network (MSN)
	Training on Marine Spatial Planning, 3 J's Hotel and Restaurant, Hilongos, Leyte	9/22/2015	9/23/2015	2 days	Resource Person	Ecosystems Improved for Sustainable Fisheries (ECOFISH)
	GIZ-PAME Technical and Admin Orientation, Conference Hall, DENR 8, Tacloban City	9/11/2015		1 day (8hrs)	Project Presenter	GIZ-Protected Area Management Enhancement Project
	Province-Wide Search for CFRM Champions 2012, Southern Leyte	5/7/2012	5/12/2012	6 days	Evaluator	GIZ-EnRD, PENR Management Office, Maasin So. Leyte
	Orientation Workshop on Sustainable Fisheries Management, VSU, Baybay, Leyte	7/9/2008	7/10/208	2 days	Participant	FISH, USAID & DA-BFAR
	Project Packaging Seminar and Workshop, Bohol, Philippines	4/24/2008	4/27/2008	4 days	Participant	InWent & AUFTRAG
	Training on Technology of Participation: Level II, LSU, Baybay, Leyte	4/12/2007	4/15/2007	4 days	Participant	InWent & AUFTRAG
	Integrated Coastal Zone Management Dissemination Training Course for Coastal Resources Managers in the Philippines & Experts' Meeting, Negros Occidental	12/6/2006	12/10/2006	5 days	Participant	InWent, COASTMAN & AUFTRAG
	Unlocking Opportunities Through the Alumni Network, Manila, Philippines	11/24/2006	11/25/2006	2 days	Participant	InWent & AUFTRAG
	COASTMAN South East Asia (SEA) Regional Workshop: Achievements, impacts and new challenges for the future, Apo View Hotel, Davao City, Philippines	5/15/2006	5/19/2006	5 days	Participant	InWent PCAMRD
	Pilot Site Assessments for Hinundayan, Southern Leyte "Enhancing Management Effectiveness of MPAs: Capacity Building in Indonesia and the Philippines" Project,	4/18/2006	4/21/2006	4 days	Resource Person	NOAA URI-CRC
	Training of Trainors Workshop on "Enhancing Management Effectiveness of MPAs: Capacity Building In Indonesia and the Philippines", LSU, Baybay, Leyte	2/13/2006	2/17/2006	5 days	Resource Person	NOAA URI-CRC
	Mangrove Rehabilitation for Biodiversity Conservation, Hilongos, Leyte	1/18/2006	1/19/2006	2 days	Participant	DENR Reg. 8
	Building Consensus and Coalitions: A Pathway for Peace and Development, Cebu City	12/9/2005	12/10/2005	2 days	Participant	InWent, COASTMAN & AUFTRAG
	Save Pawikan Campaign for Cuatro Islas and the Visayan Sea: Enhancing Capability in Protecting Pawikan Nesting Sites , LSU, Baybay, Leyte	12/1/2005	12/3/2005	3 days	Facilitator	EURONATURITE-LSU

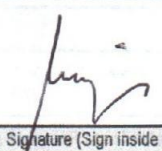
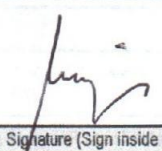
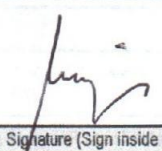






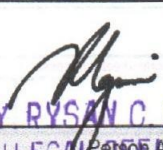
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	SCUBA DIVING		Model Science Research Assistant Award 2011		Federation of Institution for Marine and Freshwater Sciences (FIMFS)
	SPORTS DANCING				Philippine Association of Marine Science (PAMS), INC.
					Visayas State University Faculty Association (VSU-FA)
					Association of United Filipinos Trained in Germany (AUFTRAG)

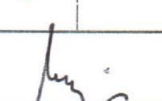
(Continue on separate sheet if necessary)

SIGNATURE		DATE	11/15/19
-----------	--	------	----------

<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to chief of bureau or office or to the person who has immediate supervision over you in the 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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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>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><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</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>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</p>	<p>a. Are you a member of any indigenous group? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p>b. Are you a person with disability? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p>c. Are you a solo parent? <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: 33%;">NAME</th><th style="width: 33%;">ADDRESS</th><th style="width: 33%;">TEL. NO.</th></tr></thead><tbody><tr><td>DR. PACIECIA P. MILAN</td><td>DPM, VSU, BAYBAY CITY, LEYTE</td><td>0948 499 2730</td></tr><tr><td>DR. CORAZON B. BATOY</td><td>HOLY NAME UNIVERSITY, TAGBILARAN</td><td>0933 619 1801</td></tr><tr><td>DR. FILIPINA B. SOTTO</td><td>UNIVERSITY OF SAN CARLOS, CEBU</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	DR. PACIECIA P. MILAN	DPM, VSU, BAYBAY CITY, LEYTE	0948 499 2730	DR. CORAZON B. BATOY	HOLY NAME UNIVERSITY, TAGBILARAN	0933 619 1801	DR. FILIPINA B. SOTTO	UNIVERSITY OF SAN CARLOS, CEBU	
NAME	ADDRESS	TEL. NO.											
DR. PACIECIA P. MILAN	DPM, VSU, BAYBAY CITY, LEYTE	0948 499 2730											
DR. CORAZON B. BATOY	HOLY NAME UNIVERSITY, TAGBILARAN	0933 619 1801											
DR. FILIPINA B. SOTTO	UNIVERSITY OF SAN CARLOS, CEBU												
<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 style="padding: 2px;">Government issued ID (the Passport, GSIS, SSS, PRC, Driver's License, etc.)</td></tr><tr><td style="text-align: center; padding: 2px;">PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td style="padding: 2px;">Government Issued ID: VSU</td></tr><tr><td style="padding: 2px;">ID/License/Passport No.: V00600</td></tr><tr><td style="padding: 2px;">Date/Place of Issuance: July 1, 2011/LSU, Baybay, Leyte</td></tr></table>	Government issued ID (the Passport, GSIS, SSS, PRC, Driver's License, etc.)	PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: VSU	ID/License/Passport No.: V00600	Date/Place of Issuance: July 1, 2011/LSU, Baybay, Leyte	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="height: 80px; text-align: center; vertical-align: middle;"></td></tr><tr><td style="text-align: center; padding: 2px;">Signature (Sign inside the box)</td></tr><tr><td style="height: 30px; text-align: center; vertical-align: bottom;">Date Accomplished</td></tr></table>		Signature (Sign inside the box)	Date Accomplished				
Government issued ID (the Passport, GSIS, SSS, PRC, Driver's License, etc.)													
PLEASE INDICATE ID Number and Date of Issuance													
Government Issued ID: VSU													
ID/License/Passport No.: V00600													
Date/Place of Issuance: July 1, 2011/LSU, Baybay, Leyte													
													
Signature (Sign inside the box)													
Date Accomplished													
<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; text-align: center; padding: 10px;"> ELIZA D. ESPINOSA</td><td style="width: 50%; text-align: center; padding: 10px;"> Right Thumbmark</td></tr></table>		 ELIZA D. ESPINOSA	 Right Thumbmark										
 ELIZA D. ESPINOSA	 Right Thumbmark												
<p>SUBSCRIBED AND SWORN to before me this <u>11 DEC 2019</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="text-align: center; margin-top: 20px;"> ATTY. RYSAN C. GUINOCOR VSU LEGAL OFFICER</div>													

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			
	International Seminar on Biodiversity Conservation for Human Wellbeing held at the International Academy for Nature Conservation Isle of Vilm, July 16 to 21, 2017.	7/16/2017	7/21/2017	5 days	Co-Paper Presentor	GIZ-Protected Area Management Enhancement Project
	International Conference on Environmental and Forest Conservation (ICEF) held at Dakak Beach Resort, Dapitan City, Philippines, November 18 -20, 2018.	11/18/2018	11/20/2018	2 days	Paper Presentor	Personal
	3rd International River Summit, "Healthy Watersheds-Clean Rivers-Safer Communities", Pryce Plaza Hotel, Cagayan de Oro City	11/24/2016	11/26/2016	3 days	Participant	GIZ-Protected Area Management Enhancement Project
	2nd National Protected Area Conference: "Sustaining Ecosystem Services and Benefits from Protected Areas", Holiday Inn Manila Galleria, Ortigas Center, Pasig City	4/6/2016	4/8/2016	3 days	Participant	Biodiversity Management Unit, DENR-8
	Seminar-Writershop on Proposal Writing and Scientific Articles for Publication held at CFES Training Room, VSU, Baybay City, Leyte	12/9/2015	12/10/2015	2 days	Participant	College of Forestry and Environmental Science-VSU
	Participatory Coastal Resource Assessment Training, Inopacan and Himokilan, Hindang, Leyte	11/4/2015	11/6/2015	3 days	Trainor	GIZ-Protected Area Management Enhancement Project
	CFES RDE In-House Review, CFES Training Room, VSU, Baybay City, Leyte	10/7/2015	10/8/2015	2 days	Paper Presentor	College of Forestry and Environmental Science-VSU
	13th National Symposium on Marine Science (PAMS), Green Leaf Hotel, General Santos City	10/22/2015	10/24/2015	3 days	Co-Paper Presentor	Marine Protected Area Support Network (MSN)
	5th Para el MAR-MPA Awards and Recognition at Green Leaf Hotel, General Santos City	10/24/2015		1 day (8hrs)	Evaluator	Marine Protected Area Support Network (MSN)
	Training on Marine Spatial Planning, 3 J's Hotel and Restaurant, Hilongos, Leyte	9/22/2015	9/23/2015	2 days	Resource Person	Ecosystems Improved for Sustainable Fisheries (ECOFISH)
	GIZ-PAME Technical and Admin Orientation, Conference Hall, DENR 8, Tacloban City	9/11/2015		1 day (8hrs)	Project Presentor	GIZ-Protected Area Management Enhancement Project
	Province-Wide Search for CFRM Champions 2012, Southern Leyte	5/7/2012	5/12/2012	6 days	Evaluator	GIZ-EnRD, PENR Management Office, Maasin So. Leyte
	Orientation Workshop on Sustainable Fisheries Management, VSU, Baybay, Leyte	7/9/2008	7/10/2008	2 days	Participant	FISH, USAID & DA-BFAR
	Project Packaging Seminar and Workshop, Bohol, Philippines	4/24/2008	4/27/2008	4 days	Participant	InWent & AUFTRAG
	Training on Technology of Participation: Level II, LSU, Baybay, Leyte	4/12/2007	4/15/2007	4 days	Participant	InWent & AUFTRAG
	Integrated Coastal Zone Management Dissemination Training Course for Coastal Resources Managers in the Philippines & Experts' Meeting, Negros Occidental	12/6/2006	12/10/2006	5 days	Participant	InWent, COASTMAN & AUFTRAG
	Unlocking Opportunities Through the Alumni Network, Manila, Philippines	11/24/2006	11/25/2006	2 days	Participant	InWent & AUFTRAG
	COASTMAN South East Asia (SEA) Regional Workshop: Achievements, impacts and new challenges for the future, Apo View Hotel, Davao City, Philippines	5/15/2006	5/19/2006	5 days	Participant	InWent PCAMRD
	Pilot Site Assessments for Hinundayan, Southern Leyte "Enhancing Management Effectiveness of MPAs: Capacity Building in Indonesia and the Philippines" Project, Southern Leyte	4/18/2006	4/21/2006	4 days	Resource Person	NOAA URI-CRC LSU
	Training of Trainors Workshop on "Enhancing Management Effectiveness of MPAs: Capacity Building in Indonesia and the Philippines", LSU, Baybay, Leyte	2/13/2006	2/17/2006	5 days	Resource Person	NOAA URI-CRC LSU
	Mangrove Rehabilitation for Biodiversity Conservation, Hilongos, Leyte	1/18/2006	1/19/2006	2 days	Participant	DENR Reg. 8
	Building Consensus and Coalitions: A Pathway for Peace and Development, Cebu City	12/9/2005	12/10/2005	2 days	Participant	InWent, COASTMAN & AUFTRAG
	Save Pawikan Campaign for Cuatro Islas and the Visayan Sea: Enhancing Capability in Protecting Pawikan Nesting Sites, LSU, Baybay, Leyte	12/1/2005	12/3/2005	3 days	Facilitator	EURONATUR ITE-LSU
SIGNATURE				DATE		11/15/19

WORK EXPERIENCE SHEET

- Duration: January 1, 2017 – present
 - Position: **Assistant Professor IV**
 - Immediate Supervisor: Dr. Marlito Jose M. Bande
 - Duration: January 1, 2015 – December 31, 2016
 - Position: **Assistant Professor III**
 - Immediate Supervisor: Dr. Humberto R. Montes, Jr.
 - Duration: June 16, 2011 – December 31, 2014
 - Position: **Instructor I**
 - Immediate Supervisor: **Dr. Maria Juliet C. Ceniza**
 - Name of Office/Unit: Institute of Tropical Ecology and Environmental Management
 - Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
-
- List of Accomplishments and Contributions (if any)
 1. Developed instructional materials such as laboratory manuals, lecture guides and power point presentations;
 2. Conducted marine and freshwater researches as study leader and project leader;
 3. Conducted extension activities of the 5th District of Leyte and Southern Leyte;
 4. Delivered lectures and laboratory classes to undergraduate and graduate students of the institute;
 5. Delivered trainings and seminars to clients such as fisher folks and partner Local Government Units (LGUs) of the 5th District of Leyte;
 6. Facilitated the implementation of the university projects in the institute as faculty

 - Summary of Actual Duties
 1. Teaches assigned subjects and performs other teaching related functions, among others, the following:
 - a. Prepares and revised 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 institute director within two weeks after final examination
 - f. Makes seives available for consultation by students during scheduled consultation hours
 2. Performs research and/or extension functions, among others the following:
 - a. Prepares research/extension proposals
 - b. Implements duly approved research/extension projects within time frame
 - c. Prepares reports within the prescribed period
 - d. Presents research/extension outputs during conferences/fora of legitimate professional organizations
 - e. Submits output for possible publication/patenting
 3. Performs administrative functions (*when needed*)
 4. Performs other functions, among others:
 - a. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions
 - b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President



ELIZA D. ESPINOSA

(Signature over Printed Name
of Employee/Applicant)

Date: November 19, 2019

- Duration: January 5, 2009 – June 15, 2011
- Position: **Administrative Aide VI**
- Immediate Supervisor: Dr. Maria Juliet C. Ceniza
- Duration: January 1, 1998 – December 31, 1999
- Position: **Science Research Assistant**
- Immediate Supervisor: Dr. Paciencia P. Milan
- Name of Office/Unit: Institute of Tropical Ecology and Environmental Management
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contribution (if any)
 1. Conducted marine and freshwater researches of the institute as science research assistant;
 2. Facilitated and conducted extension activities of the Institute;
 3. Developed Participatory Coastal Resource Assessment (PCRA) training materials;
 4. Served as the resource person at the Local (IMFARMC) and National FARMC Level;
 5. Conducted lectures formal and non-formal education in the project sites (Cuatro Islas, Inopacan and Hindang, Leyte) to clients such as fisher folks and partner Local Government Units (LGUs) of the 5th District of Leyte;
 6. Served as the secretariat and member of the Board of Directors as Committee Chair on Research, Training and Extension activities of the Integrated Municipal Fisheries and Aquatic Resource Management Council and Protected Area Management Board of CIPLS

- Summary of Actual Duties
 1. Assist research and extension activities of the institute;
 2. Assist and conduct ecological monitoring and participatory training in CRM and Cuatro Islas project;
 3. Conduct formal and non-formal Environmental Education in the project sites (Cuatro Islas and Coastal Communities in the 5th District of Leyte;
 4. Institutionalize linkages with cooperatives and other partner line agencies both local and international;
 5. Conduct monitoring of project activities and inter-phase after end of projects; and
 6. Assess and strengthen existing eco-livelihood projects


ELIZA D. ESPINOSA

(Signature over Printed Name
of Employee/Applicant)

Date: November 19, 2019