

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	VILLOCINO		
FIRST NAME	SANTOS	JR.	
MIDDLE NAME	BERDIN		
3. DATE OF BIRTH (mm/dd/yyyy)	26/10/1962	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Cebu City	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Philippines
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 18, VSU Campus Kilbourne Drive House/Block/Lot No. Street Subdivision/Village Pangusagan Baybay City Barangay City/Municipality Leyte Province
7. HEIGHT (m)	1.73	ZIP CODE	6521-A
8. WEIGHT (kg)	90		
9. BLOOD TYPE	TYPE O	18. PERMANENT ADDRESS	Apartment 18, VSU Campus Kilbourne Drive House/Block/Lot No. Street Subdivision/Village Pangusagan Baybay City Barangay City/Municipality Leyte Province
10. GSIS ID NO.	62102602787	ZIP CODE	6521-A
11. PAG-IBIG ID NO.	12107507652		
12. PHILHEALTH NO.	13000050153-1	19. TELEPHONE NO.	(053) 563-1344
13. SSS NO.	N/A	20. MOBILE NO.	09176333687
14. TIN NO.	922-423-550	21. E-MAIL ADDRESS (if any)	santos.villocino@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V00939		


II. FAMILY BACKGROUND				
22. SPOUSE'S SURNAME	VILLOCINO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ALELI	NAME EXTENSION (JR., SR)	MARY ANGELICA ADA VILLOCINO	04/25/1998
MIDDLE NAME	ADA		MARI FAUSTINA ADA VILLOCINO	05/04/2002
OCCUPATION	Faculty		N/A	N/A
EMPLOYER/BUSINESS NAME	Visayas State University		N/A	N/A
BUSINESS ADDRESS	Baybay City, Leyte		N/A	N/A
TELEPHONE NO.	(053) 563-1344		N/A	N/A
24. FATHER'S SURNAME	VILLOCINO		N/A	N/A
FIRST NAME	SANTOS	SR.	N/A	N/A
MIDDLE NAME	BARRIOS		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	BERDIN		N/A	N/A
FIRST NAME	APOLONIA		N/A	N/A
MIDDLE NAME	CABALHUG		(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	Maguikay Elementary School	PRIMARY EDUCATION	1969	1975	Graduated	1975	N/A
SECONDARY	Mandaue Gullas Academy	HIGH SCHOOL	1975	1983	Graduated	1983	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State Univversity	BS AGRICULTURE	1983	1987	Graduated	1983	N/A
GRADUATE STUDIES	Visayas State Univversity	MS IN AGRONOMY	1991	2000	Graduated	2000	N/A
POST GRADUATE	Visayas State University	Ph.D. IN HORTICULTURE	2007	2011	Graduated	2011	N/A
(Continue on separate sheet if necessary)							
SIGNATURE			DATE				

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
	CAREER SERVICE PROFESSIONAL	80.78%	20/10/1991	Saint Peter's College, Ormoc City	140069	9/27/1992
	AGRICULTURIST	N/A	15/08/2017	PRC, P. Paredes St., Sampaloc, Manila	0026492	26/10/2023
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A
	N/A	N/A	N/A	N/A	N/A	N/A

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	Sept. 28, 2022
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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			
	COUPLES FOR CHRIST (CFC)	06/12/2006	PRESENT	N/A	MEMBER	
	KNIGHTS OF COLUMBUS (KC)	11/02/2016	PRESENT	N/A	TREASURER	
	N/A	N/A	N/A	N/A	N/A	
	N/A	N/A	N/A	N/A	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			
	TURNITIN Instructor's Workflow Training	05/31/2021	05/31/2021	8	Participant	Visayas State University
	Online Training on Developing a Moodle Online Classroom	06/15/2020	06/17/2020	24	Participant	Visayas State University
	Virtual Training on Google Classroom as a Learning Management Sys	05/19/2020	05/21/2020	24	Participant	Visayas State University
	22nd Regional Conference of the Society of Agricultural Educators in	06/21/2019	06/21/2019	8	Participant	SAER 8
	SUC-ACAP Conference and General Assembly	05/22/2019	05/24/2019	24	Participant	Visayas State University
	Echo-Seminar Workshop on ASSERT'S OBE	02/07/2018	02/07/2018	8	Participant	Visayas State University
	TESDA Opportunities in VSU	05/19/2017	05/20/2017	16	N/A	VSU ALUMNI
	Farmers' Field Day 2016	07/21/2016	07/21/2016	8	Resource Speaker	Research and Extension Services Office, NwSSU
	2nd National Organic Agriculture Scientific Conference	16/02/2016	19/02/2016	32	N/A	Organic Agriculture Society of the Philippines, Bicol State University, Visayas State University
	Extension Agent-Technology Transfer (Livelihood) Training	21/11/2015	21/11/2015	8	N/A	Research, Extension and External Affairs, NwSSU
	1st Annual Regional Conference on Climate Change Research, Development and Extension	14/10/2015	16/10/2015	24	N/A	Visayas State University
	Workshop Design and Management of the Scientific Publication	12/10/2015	13/10/2015	16	N/A	Visayas State University
	1st Regional Conference of the Society for Agricultural Educators in Region VIII	25/09/2015	25/09/2015	8	N/A	CHED Region VIII
	Integrated Pest Management Seminar	27/04/2015	27/04/2015	8	N/A	Research, Extension and External Affairs, NwSSU
	Outcomes-Based Education Seminar	27/02/2015	27/02/2015	8	N/A	Academic Affairs Office, NwSSU
	Outcomes-Based Education (OBE) Orientation Seminar	30/01/2015	30/01/2015	8	N/A	Academic Affairs Office, NwSSU
	NBC 461 Orientation Seminar	29/01/2015	29/01/2015	8	N/A	Academic Affairs Office, NwSSU
	ISO 9001:2008 Quality Management System Awareness Seminar	24/11/2014	24/11/2014	8	N/A	Academic Affairs Office, NwSSU
	Training on Vegetable Production and Plant Disease Diagnostics	28/07/2014	28/07/2014	8	N/A	Research, Extension and External Affairs, NwSSU
	In-Service Training	25/06/2014	27/06/2014	24	N/A	Northwest Samar State University
	Two-day Writeshop on Formulation of the Strategic Performance Management System	04/06/2014	05/06/2015	16	N/A	Northwest Samar State University
	Two-day Extension Management Seminar-Workshop Part 2	13/03/2014	14/03/2014	16	N/A	Research, Extension and External Affairs, NwSSU
	Echo-Seminar Workshop on Writing and Reviewing Papers for Peer-Reviewed Publication	28/02/2014	28/02/2014	8	N/A	Research, Extension and External Affairs, NwSSU
	Training on Extension Workshop for NwSSU Faculty	27/01/2014	29/01/2014	24	N/A	Research, Extension and External Affairs, NwSSU
	2nd Southeast Asian Symposium on Quality Management in Postharvest Systems	04/12/2013	06/12/2013	24	N/A	International Society for Horticultural Science
	Two-day Seminar-Workshop on Cascading Agency Performance Targets and Accomplishments of Performance Commitment and Review Forms	28/08/2013	29/08/2013	16	N/A	Northwest Samar State University
	23 rd PAN Asian Sports and Physical Education Conference	08/08/2013	11/08/2013	32	N/A	PAN Asian Sports and Physical Education Society
	N/A	N/A	N/A	N/A	N/A	N/A
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)			33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	SINGING	Certificate of Appreciation for Active Participation As Assistant Coach and Trainer during the 31st Region 8 SCUAA Games, October 25-30, 2015.				COUPLES FOR CHRIST MINISTRY (CFC)
	DANCING	Certificate of Appreciation for Invaluable Service Rendered as Extension Agent-Technology Transfer (Livelihood) Training 2015, November 21, 2015.				ORGANIC AGRICULTURE SOCIETY OF THE PHILIPPINES (OASP)
	PLAYING GUITAR	Certificate of Appreciation for Technical Expertise and Invaluable Support as Evalautor-Extension Project Inhouse Review, September 18, 2014.				SOCIETY OF AGRICULTURE EDUCATORS IN REGION 8
	PLAYING TENNIS	N/A				PHILIPPINES ASSOCIATION OF EXTENSION PROGRAM IMPLEMENTERS
	COMPUTER ENCODING	N/A				PHILIPPINE ASSOCIATION OF AGRICULTURISTS (PAA), INC.
	N/A	N/A				PHILIPPINE SOCIETY OF ANIMAL SCIENCE (PSAS)
	N/A	N/A				KNIGHTS OF COLUMBUS (KC)
	N/A	N/A				Phil. Society For the Study of Nature (PSSN), Inc.
	N/A	N/A				Visayas State University Faculty Association
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	Sept - 28, 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details:</p> <p>Transferred work from NwSSU to VSU</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: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>GONZAGA, ZENaida C.</td> <td>DOH, CAFS, VSU, BAYBAY CITY, LEYTE</td> <td>563-7739</td> </tr> <tr> <td>SALAS, ROSARIO A.</td> <td>DOH, CAFS, VSU, BAYBAY CITY, LEYTE</td> <td>563-7739</td> </tr> <tr> <td>RAMOS, ARSENIO D.</td> <td>DOH, CAFS, VSU, BAYBAY CITY, LEYTE</td> <td>563-7739</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	GONZAGA, ZENaida C.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739	SALAS, ROSARIO A.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739	RAMOS, ARSENIO D.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739
NAME	ADDRESS	TEL. NO.											
GONZAGA, ZENaida C.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739											
SALAS, ROSARIO A.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739											
RAMOS, ARSENIO D.	DOH, CAFS, VSU, BAYBAY CITY, LEYTE	563-7739											
<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>													
<p>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p>PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: PASSPORT</p> <p>ID/License/Passport No.: P7783649A</p> <p>Date/Place of Issuance: JUL/03/2018 - DFA TACLOBAN</p>	<p>Signature (Sign inside the box)</p> <p>Date Accomplished</p>												
<p>PHOTO</p> <p>Right Thumbmark</p>													

SUBSCRIBED AND SWORN to before me this 29 SEP 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.

1. Duration: Nov. 03, 2016 - Present

Position: Faculty

Name of Office/Unit: Department of Horticulture

Immediate Supervisor: Rosario A. Salas, Ph.D.

Name of Agency/Organization and Location: VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Conducted classes both face to face and online and submitted grades per semester.
 - Coordinated local internship - 1st On campus On-the-Job Training, 2nd Sem. 2022
 - Facilitated yearly processing of documents of students for their internship abroad (Israel) from 2017 to 2019 and assisted their flights in and out of the country.
 - Implemented, presented and reported outputs of Extension cum Research project of DA-YRRP in 3 pilot areas in region 8.
 - Acted as Student Thesis Adviser, Chairman and member of the student research committee (SRC) with the following tasks: Corrected thesis outline and manuscript of assigned students as adviser, SRC chairman and member and supervised the implementation of the thesis studies of the student advisees.
- Summary of Actual Duties
 - Teaching horticulture related subjects, Implemented and reported Extension cum Research project, Coordinated internship both local and abroad, supervised and assisted student thesis advisees in the conduct of their thesis studies and their thesis outline and manuscript writing, Coordinated Internship both local and abroad, Managed Department's Ornamental Project

2. Duration: June 17, 2002 - Nov. 02, 2016

Position: Faculty/Dean

Name of Office/Unit: College of Agriculture and Technology Resource Education/CAS

Immediate Supervisor: Dr. Eugenia A Lonzaga, Dr. Remedios M. Ayong, Dr. Helen S. Cabral

Name of Agency/Organization and Location: Northwest Samar State University, Calbayog City

- List of Accomplishments and Contributions (if any)
 - Conducted classes and submitted grades per semester.
 - Coordinated, supervised and monitored local internship/OJT of BSA Students
 - Acted as Student Thesis Adviser, Chairman and member of the student research committee (SRC) with the following tasks: Corrected thesis outline and manuscript of assigned students

as adviser, SRC chairman and member and supervised the implementation of the thesis studies of the student advisees.

- Presented two (2) research papers oral and poster presentations at LAOS.
- Published 2 research papers in International Society for Horticultural Science (ISHS)
- Designated as Sports Director of the Institution: Implemented sports program, supervised the implementation of the Faculty and Students sports program and participated SCUAA.
- As Dean of the College, Implemented Institutional programs and policies, supervised and monitored Faculty and Staff to achieved the goals and mission of the college. - Awarded as the Best Performing College.

- Summary of Actual Duties

- Teaching Agriculture related subjects, Coordinated BSA Students local internship, Supervised and assisted student thesis advisees in the conduct of their thesis studies and their thesis outline and manuscript writing, Performed duties and responsibilities as Sports Director and Dean of the College.

3. Duration: Nov. 1, 2001 - Jun. 30, 2022

Position: Science Research Assistant

Name of Office/Unit: National Abaca Research Center

Immediate Supervisor: Dr. Ruben Gapasin

Name of Agency/Organization and Location: VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Attended seminars, visited and conducted orientation and training on abaca bunchy top disease and control in Southern Leyte barangays with abaca plants infected with bunchy top disease.
- Monitoring and indexing on mode of transmission and direction of the spread of bunchy top disease
- Presentation of the report on output of bunchy top assessment and indexing during in-house review.

- Summary of Actual Duties

- Monitoring, evaluation and control the spread of bunchy top disease in the selected barangays of Southern Leyte.

4. Duration: June - Oct. 1999/June - Oct. 2020

Position: Part-time Instructor

Name of Office/Unit: Department of Agronomy and Soil Science

Immediate Supervisor: Dr. Rodolfo Escalada/Dr. Alfredo Escasinas.

Name of Agency/Organization and Location: VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Conducted and supervised Agronomy 21 Laboratory classes and field activities, gave and check quizzes and exams, checked laboratory reports and submitted grades per semester,

- Summary of Actual Duties

- Teaching 9 Agronomy 21 Laboratory classes, gave and check quizzes and exams, checked laboratory reports and submitted grades per semester

5. Duration: Sept. 16, 1993 - Dec. 31, 1996

Position: Science Research Assistant

Name of Office/Unit: Farm and Resource Management Institute (FARMI)

Immediate Supervisor: Mr. Francisco Gabunada

Name of Agency/Organization and Location: VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Conducted research project across four (4) fields in Matalom, Leyte
- Gathered and consolidated data of the research project
- Submitted research data for analysis, interpretation, discussion and presentation during In-house review

- Summary of Actual Duties

- Conducted, monitored, gathered data, analyzed, discussed and reported research project outputs across four (4) fields in Matalom, Leyte.

6. Duration: Apr. 1, 1988 - Dec. 31, 1988

Position: Science Research Assistant

Name of Office/Unit: College of Forestry

Immediate Supervisor: Dr. Dominador Gonzal

Name of Agency/Organization and Location: VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Conducted research project in Barangay Nulatula, Tacloban City, Leyte
- Gathered and consolidated data of the research project

- Summary of Actual Duties

- Clearing operations for the Silvopasture research project site, experimental Layout, planting of forage legumes, data gathering and submitted quarterly reports.



SANTOS B. VILLOCINO, JR.

(Signature over Printed Name
of Employee/Applicant)

Date: _____