CS Form Nq. 212 Revised 2017					_			
The Production and the Control of th	PERSO	NAL DAT	A SH	EET	•			
WARNING: Any misrepresentat	tion made in the Personal Data Sheet and t	the Work Experience Sheet st	nall cause the fi	ilina of admii	nistrative/d	eriminal case/s ag	ainst the pers	son
concerned.	TO FILLING OUT THE PERSONAL DATA SH					_		
	(and use separate sheet if necessary. Indicate				I, CS ID No.		(Do not fill up. Fo	or CSC use only
I. PERSONAL INFORMATIO	N Commence of the Commence of							
2. SURNAME	DE LOS SANTOS							
FIRST NAME	JANET ALEXIS		NAME			NAME EXTENSION (JR.	, SR)	
MIDDLE NAME	APURILLO							
DATE OF BIRTH (mm/dd/yyyy)	21.12.82	16. CITIZENSHIP	☑ Filipino [o [Dual Citizenship		
4. PLACE OF BIRTH	TACLOBAN CITY	If holder of dual citize	enship,	enship,		by birth by naturalizat		zation
5 SEX	☐ Male	please indicate the	details.					•
6 CIVIL STATUS	☐ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	APT. 67 House/Block/Lot No. VSU CAMPUS, VISCA Subdivision/Village		A	KILBOURNE Street PANGASUGAN Barangay		
7. HEIGHT (m)	5'2			BAYBAY		LEYTE		
8. WEIGHT (kg)	61kg	ZIP CODE	6521	ity/Municipality			Province	
9. BLOOD TYPE	AB	18 PERMANENT ADDRESS	113, PHASE 4, BLK 5, LOT 47		OT 47	GURAMI		
			House/Block/Lot No. V&G Subdivision/Village			Street 109-A Barangay LEYTE		
10. GSIS ID NO.	957-0057014-01-8							
11. PAG-IBIG ID NO.	080144667909		TACLOBAN City/Municipality			Province		
12 PHILHEALTH NO.	13-050063412-0	ZIP CODE	6500					
13. SSS NO.	06-2525530-8	19. TELEPHONE NO.	563 7317					
14. TIN NO.	941-572-781	20. MOBILE NO.	09273514112					
15. AGENCY EMPLOYEE NO.	V00787	21. E-MAIL ADDRESS (if any)	janet.delossantos@vsu.e			antos@vsu.e	du.ph	
II. FAMILY BACKGROUND								
22. SPOUSE'S SURNAME	DE LOS SANT		23. NAME of CH	IILDREN (Write	full name and	l list all)	DATE OF BIRT	H (mm/dd/yyy
FIRST NAME	ALEX	NAME EXTENSION (JR., SR)	EMM/	ANUEL ALFON	NSO DE LOS	LOS SANTOS 5.11		1.09
MIDDLE NAME	ABELLAR	{	GABR	RIELLE ALTH	EA DE LOS	LOS SANTOS 10.1		12.16
OCCUPATION	PRIVATE EMPL	.OYEE						
EMPLOYER/BUSINESS NAME	GREEN CARBO	N INC.						
BUSINESS ADDRESS	BRGY. MAYBOG, BAYBA	AY CITY. LEYTE						
TELEPHONE NO.	0917-862-47	62						
24. FATHER'S SURNAME	~deceased	1						
FIRST NAME		NAME EXTENSION (JR., SR)						
MIDDLE NAME								
25. MOTHER'S MAIDEN NAME								
SURNAME	ASTORGA	A						
FIRST NAME	EDNA							
MIDDLE NAME	RAMOS			(Co	ntinue on se	parate sheet if neces	sary)	
III. EDUCATIONAL BACKG	ROUND							
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGI (Write in full)				HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHII ACADEMIC HONORS RECEIVED
ELEMENTARY	HOLY INFANT COLLEGE	Elementary	у	1.6.95	1.3.96		1996	

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF	ATTENDANCE	HIGHEST LEVEL/ UNITS EARNED	YEAR GRADUATED	SCHOLARSHIF ACADEMIC HONORS
			From To		(if not graduated)		RECEIVED
ELEMENTARY	HOLY INFANT COLLEGE	HOLY INFANT COLLEGE Elementary		1.3.96		1996	
SECONDARY	LEYTE NATIONAL HIGH SCHOOL	Secondary	1.6.96	1.4.00		2000	
VOCATIONAL / ST. SCHOLASTICA'S COLLEGE OF H TRADE COURSE SCIENCES		ASSOCIATE IN HEALTH SCIENCE EDUCATION	1.6.00	1.4.02		2002	
COLLEGE	ST. SCHOLASTICA'S COLLEGE OF HEALTH SCIENCES	BACHELOR OF SCIENCE IN NURSING	1.6.02	1.4.04		2004	
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS	MASTER OF ARTS IN NURSING maj CLINICAL SUPERVISION	1.10.06	11 2007		2007	
	CEBU NORMAL UNIVERSITY	DOCTOR OF SCIENCE IN NURSIN- GERONTOLOGY	11 2012		48 u		
	ST PAUL UNIVERSITY PHILIPPINES	DOCTOR OF PHILOSOPHY - NURSING SCIENCE	07 2016				CHED SCHOLAR

SIGNATURE

NW . 18, W79

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DATE

7. CAR	SERVICE ELIGIB REER SERVICE! RA 108	80 (BOARD/ BAR) UNDER	DATING	DATE OF				LICENSE (if ap	oplicable)
SPECIAL LAWS/ CES/ CSEE BARANGA' ELIGIBILITY / DRIVER'S LICENSE RATING (If Applicable)		EXAMINATION / PLACE OF EXAMINATION CONFERMENT		ION / CONFER	RMENT	NUMBER	Date of Validity		
PHILIPPINE NURSE LICENSURE EXAMINATION			1.6.04	MANILA, PH	LIPPINES		0361451	DEC 21 2018	
	and the contract of the contra								
WORK	EXPERIENCE		(C	ontinue on separate sheet	if necessary)				
iclude pr		Start from your recent	work) Descriptio	n of duties should be	indicated in the attached	Work Expe	rience sheet.		
	(mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
1.17	present	ASSISTANT I	PROF II	Ur	sing / Visayas State niversity	33,584	SG 16/1	permanent	Υ
8.16	30.12.16	INSTRUCTO		College of Nur	rsing / Visayas State	24141.00	SG 14/1	permanent	Υ
11.15	31.12.15	INSTRUCTO	R - III	Ur	rsing / Visayas State		SG 14/1	temporary	Y
1.15	31.10.15	INSTRUCTO		Ur	rsing / Visayas State niversity rsing / Visayas State		SG 12/1	temporary	Y
6.12	31.12.14	INSTRUCTO		Ur	niversity rsing / Visayas State		SG 12/1	temporary	Y
6.11	31.5.12	INSTRUCTO		College of Nu		SG 12/1	temporary	Y	
12.10	31.5.11	INSTRUCTO		College of Nu		SG 12/1	temporary	Y	
1.6.10	30.11.10	INTRUCTO		University College of Nursing / Visayas State			SG 12/1	contractual	Y
.6.10	23.6.10	Instructor		Uı	niversity		SG 12/1	contractual	Y
.11.05	30.5.10	Nursing Fa			ollege of Health Sciences	15000.00		Regular	N
.6.05	30.1.06	Staff Nur Nurse Orie			ny Hospital Word Hospital	6000.00 3500.00		Regular	N
0.00	31.7.03	Nulse Olle		Divine	rotu Hospital	3300.00		Volunteer	
Manufation Control (Control (C									
				Continue on separate sheet	if necessary)				
SIG	NATURE		AM		DATE	,	wy. 18.	2079	

	ARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S NAME & ADDRESS OF ORGANIZATION INCLUSIVE DATES						
(Write in full		(mm	/dd/yyyy) To	NUMBER OF HOURS		POSITION / NATURE OF WORK	
90th VSU Anniversary FunRun First Aid Team			9.8.14	8.0	volunteer nurs	e	
Nutrition Month Culmination Visca Foundation Elementary School			28/07/2014	4.0	Speaker		
Community Assembly in Baranggay Guadalupe, Baybay City				8.0	volunteer nurs	e	
Holistic Care for Elderly Seminar (College of Nu	rsing)	22.2.14		4.0	resource spea	ker	
Rapid Health Assesment in Western Samar/ Pla	n International	5.12.13	7.12.13	72.0	Health Facility	Assessor	
OFFICE OF THE PROVINCIAL GOVERNOR I.C.O.T CARAVAN (INTER COMMUNITY TAMBULIG)			22.6.12	8.0	volunteer nurse		
VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING P		ATTENDED	y)			
Start from the most recent L&D training program and inclu- 30. TITLE OF LEARNING AND DEVELOPMENT INT (Write in ful	ERVENTIONS/TRAINING PROGRAMS	INCLUSE	ars for Division Ch VE DATES OF ENDANCE (Iddlyyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory)	CONDUCTED/ SPONSORED BY (Write in full)	
Board of Nursing Initiative: Amendments to the Nursing Lav	w National Career Progression Program	From	То		Technical/etc)	Association of Deans of Philippine Colleges of Nursig, In	
CPD and In service Program Consortium of Development Communication Educat		19.2.16	19.2.16	8.0	Technical	VIII Consortium of Development Communication Educators	
5th National Conference 2015		3.12.15	5.12.16	24.0	Technical	and Practitioners of the Philipines	
Beta Nu Delta Nursing Society National Roundtable	weeding	17.11.15 27.10.15	30.10.15	24.0	Managerial	Beta Nu Delta Nursing Society	
Research Proposal Enhancement Workshop Seminar on Elderly Care			30.10.15	8.0	Technical	Department of Health RO VIII College of Nursing Visayas State University	
nternation! Nursing Research Congress: Global Par	rdigm Shift in Heath, Health Care	17.10.15	-	8.0	Technical	College of Nursing Visayas State University	
Providers and Health Care systems (Research Com Seminar on Elderly Care:Good Health: Add life to ye		17.8.15		8.0	Technical	College of Nursing Visayas State University	
Seminar on Outcomes-Based Educatio (OBE) Appro		7.5.15	9,5,15	24.0	Technical	Association of Deans of Philippine Colleges of	
Seminar-Workshop on the Implementation of Outco		4.5.15	5.5.15	16.0	Technical	Nursig, Inc, VIII Visayas State University	
Association of Deans of Philipine Colleges of Nursing Regio	nal Meeting and Evaluation of EINC	15.12.14	0.0.10	8.0	Managerial	Association of Deans of Philippine Colleges of	
Essential Intrapartum and Newborn Care) Integration in the 4th International Conference of Nurses (ICONS-4)	BS Nursing Curriculum	28.11.14		8.0	Technical	Nursig, Inc. Cebu Normal University	
Training Workshop on Writing and reviewing R	esearch Papers for Peer-Reviwed	17.11.14	21.11.14	20.0	Technical	Visayas State University	
Publications Seminar on Elderly	Care	14.11.14		8.0	Technical	Visayas State University	
Gerontology Nurses Association of the Phil		15.8.14	16.8.14	16.0	Technical	Gerontology Nurses Association of the Philippin	
Supervisory Development		9.7.14	11.7.14	16.0	Supervisory	Inc. Civil Service Comission RO VIII, and Visayas Sta	
2014 Regional Health Rese		14.5.14	1111111	8.0	Technical	University Department of Health RO VIII	
Association of Deans of Philippine Colleges of N		25.4.14	26.4.14	16.0	Managerial	Association of Deans of Philippine Colleges of	
Preparing for Training and Facilitating		11.4.14	12.4.14	16.0	Technical	Nursing, Inc. Office of the Vice President for Reseach and	
Designing Reseach inNursing and Education		4.3.14	10.3.14	16.0	Technical	Extension, Visayas State University Visayas State University	
Workshop on Instructional materials development f	or the Visavas State University	25.2.14	10.0.14	8.0	Technical	Visayas State University	
Training on Preparing Fundable Extension Project F	Proposal	28.8.13	30.8.13	24.0	Technical	Agricultural Trainig Institute Regional training Ce	
VIII. OTHER INFORMATION	(Cos	ntinue on separat	e sheet if necessa) /)		¥III	
VIII. OTHER INFORMATION	NON	N-ACADEMIC DIS	TINCTIONS / RECO	OGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
31. SPECIAL SKILLS and HOBBIES	32.	(W	rite in full)			(Write in full) Honor Society of Nursing Sigma Theta Tau Internations	
Driving						Psi Beta Chapter	
						Association of Deans of Philippine Colleges of Nursin	
						Philippine Nurses Association	
						Mother and Child Nurses Association of the Philippine	
						Operating Room Nurses Association of the Philippine	
						Beta Nu Delta Nursing Society	
		ntinue on separal	e sheet if necessa	ny)		Renal Nurses Association of the Philippines	
SIGNATURE	XIM	4		D	ATE	Nov. 18, 2019	

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT /	PEOPLE / VOI	LUNTARY O	RGANIZATIONS	5		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS		POSITION / NATURE OF WORK	
8HAVEN-HIV ADVOCACY AND SUPPORT GROU FOR PEOPLE LIVING WITH HIV/AIDS	1.1.18	present		volunteer nurs	se/ Community Based Screening personnel	
Department of Health RO VIII	5.7.19	present		volunteer nurs	se/ Community Based Screening personnel for H	
(Cor VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PRO	ntinue on separate		())			
(Start from the most recent L&D/training program and include only the relevant L&D/training taken for			Chief/Executive/Mana	agerial positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	ATTEN	E DATES OF NDANCE dd/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
Protecting Human Research Participants Online Training	4.5.19		8.0	Technical	PHRP Online Training, LLC	
Community Based HIV Screening Training	3.7.19	5.7.19	24.0	Technical	Departent of Health RO VIII	
4th SPUP International Health Congress	6.12.18	8.12.18	24.0	Conference	St. Paul University Philippines in partnership with Commission on Higher Education	
2nd International Conference on Healtcare and Allied Health	26.9.18	27.9.18	16.0	Conference	Lincoln University College	
Research Proposal Enhancement Workshop	2.5.18	`5/4/2018	24.0	Technical	Eastern Visayas Health Research and Development	
Advanced Nursing Practicum	19.3.18	30.3.18	92.0	Practicum	Consortium Naresuan University, Thailand	
Writing and Publishing High Impact Journal	11.1.18	12.1.18	16.0	Technical	Visayas State University	
Donor Recruitment Officers Training for Agency Partners, STate Universityes and Colleges	15.11.17	16.11.17	16.0	Training	Departent of Health RO VIII	
3rd SPUP International Research Conference	14.12.17	16.12.17	24.0	Conference	St. Paul University Philippines in partnership with	
HIV MARP (Most At Risk Population) Stake Holder's Meeting and Network Building	29.8.16	10.12.11	8.0	Technical	Commission on Higher Education Departent of Health RO VIII	
	1		10.0	Technical	Departent of Heatth NO 418	
			-			
		-	-			
		-	-			
			-			
VIII. OTHER INFORMATION	tlinue on separate :	sneet II Necessar	y)			
31. SPECIAL SKILLS and HOBBIES 32. NON	-ACADEMIC DISTIN	NCTIONS / RECO	GNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
	(Write	e in full)			33. (Write in full)	
Driving					Interational AIDS Society	
					Association of Nurses in AIDS Care	
					International Association on Human Caring	
	1					
		/				
SIGNATURE	me separates	sheet if necessar	9			
4	A THE		DA	IIE	NN . 18 , W7 9 CS FORM 212 (Revised 2017), Page 3 of 4	

34,	Are your 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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ NO ☐ YES ☑ NO If YES, give details:				
35.	a. Have you ever been found guilty of any administrative offe	☐ YES ☑ NO 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 ar any court or tribunal?	☐ 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, en (abolition) in the public or private sector?		YES If YES, give details:	☑ NO :		
38.	a. Have you ever been a candidate in a national or local electron Barangay election)? b. Have you resigned from the government service during the service d	☐ YES ☑ NO If YES, give details: ☐ YES ☑ NO				
39.	election to promote/actively campaign for a national or local Have you acquired the status of an immigrant or permanent	If YES, give details:				
40. a. b.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag 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				
41.	REFERENCES (Person not related by consanguinity or affinity to applicant //	appointee)				
	NAME	ADDRESS	TEL. NO.			
	CAROLINA BARROT	ST. SCHOLASTICA'S COLLEGE OF HELATH SCIENCES	325-2188			
	CLAIRE R. HATTON	ASIAN DEVELOPMENT FOUNDATION COLLEGE	9499941837	(24)		
	RAZA CRECIA L. MENESES	VISAYAS STATE UNIVERISTY	9175534774			
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represe agree that any misrepresentation made in this document administrative/criminal case/s against me.	ent laws, rules and regulations of the intative to verify/validate the contents state	Republic of the d herein.	JANET ALEXIS A. DE LOS SANTOS		
G	overnment Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc.) LEASE INDICATE ID Number and Date of Issuance overnment Issued ID: PRC /License/Passport No.: 0361451	ж)				
Da	ate/Place of Issuance: 7/15/2004 TACLOBAN CITY		Right Thumbmark			
	SUBSCRIBED AND SWORN to before me this	2 0 NOV 2019affiant exhibiting	g his/her validly issued go	overnment ID as indicated above.		
		NOCOH n	CS FORM 212 (Revised 2017). Page 4 of 4			

WORK EXPERIENCE SHEET

structions: 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 for if known, and year in full. For the current position, use the word Present, e.g., 198 Present. Work experience should be listed starting with the most recent/prese employment
- Duration: January 1, 2017 present
- Position: Assistant Professor II
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Jesusa M. Magno
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay Leyte
 - Summary of Actual Duties : on study leave
- Duration: January 1, 2015 December 30, 2016
- Position: Instructor III
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Edgardo E. Tulin
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions:
 - College Dean Designate
 - Created linkage with different local, national and international partners for research and extension service activities.
 - Organized an International Conference in partnership with the Departme of Health RO VIII, Beta Nu Delta, National League of Philippine Nurses i Region VIII, and Philippine Nurses Association
 - Upgraded the quality of instruction evidenced by consistently producing 100% passing rate on Nurse Licensure Examination.
 - Summary of Actual Duties
 - Responsible for performing administrative and technical-operational tasks as the college head.
 - Conducts classes as scheduled
 - Supervises students in their Related Learning Experience (Skills laboratory and Hospital duties)
- Duration: June 2010 December 30, 2014
- Position: Instructor I
- Name of Office/Unit: College of Nursing
- Immediate Supervisor: Erleta Pinero/ Elni Mari Mendoza/ Edgardo E. Tulin
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay, Leyte
 - List of Accomplishments and Contributions:
 - College Dean Designate
 - Lead the department in the realization of AACCUP Accreditation. The BS Nursing Program was awarded as Level I Accredited by the AACCUP at that time.

- Created linkage with different local, national and international partners for research and extension service activities.
- The college received donation from Plan International 8 sets of training equipment (maternal and newborn simulator; pediatric resuscitation etc) estimated to cost P300,000.
- Upgraded the quality of instruction evidenced by consistently producing 100% passing rate on Nurse Licensure Examination.

Summary of Actual Duties

- Responsible for performing administrative and technical-operational tasks as the college head.
- Conducts classes as scheduled
- Supervises students in their Related Learning Experience (Skills laboratory and Hospital duties)

(Signature over Printed Name of Employee/Applicant)

Date: Nov- 18, 2019