CS Form No. 212 Revised 2017

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 () a 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 PERSONAL INFORMATION 2. SURNAME Cavero NAME EXTENSION (JR., SR) N/a FIRST NAME Jedan MIDDLE NAME Abing 3. DATE OF BIRTH 02/10/1996 16. CITIZENSHIP (mm/dd/yyyy) Dual Citizenship ☑ Filipino ☐ by birth □ by naturalization 4. PLACE OF BIRTH Barugo, Leyte If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX ☑ Male □ Female ☑ Single 17. RESIDENTIAL ADDRESS Married 6 CIVIL STATUS House/Block/Lot No □ Widowed Street □ Separated Gahas □ Other/s: Subdivision/Village Harangai 7. HEIGHT (m) 1.65 Baybay Leyte City/Municipality Province 8. WEIGHT (kg) 56 ZIP CODE 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE N/A House/Block/Lot No. Street Naval 10. GSIS ID NO. 2005373201 Subdivision/Village Barangay 11. PAG-IBIG ID NO. Hilongos 121208177301 Levte Citv/Municipality 12. PHILHEALTH NO. 13-025477312-4 ZIP CODE 6524 13 SSS NO N/A 19. TELEPHONE NO. 14. TIN NO. 706-146-352 20. MOBILE NO. 0999-656-6511 15. AGENCY EMPLOYEE NO. N/A 21. E-MAIL ADDRESS (if any) jedan.cavero@vsu.edu.ph FAMILY BACKGROUND 22. SPOUSE'S SURNAME N/a 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) N/a FIRST NAME N/a N/a N/a MIDDLE NAME N/a N/a OCCUPATION N/a EMPLOYER/BUSINESS NAME N/a **BUSINESS ADDRESS** N/a TELEPHONE NO N/a FATHER'S SURNAME Cavero NAME EXTENSION (JR., SR) FIRST NAME Antonio Simblante MIDDLE NAME MOTHER'S MAIDEN NAME SURNAME Abing FIRST NAME Cecilia Peñaranda MIDDLE NAME (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP HIGHEST LEVEL/ 26 NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE ACADEMIC YEAR LEVEL UNITS EARNED GRADUATED HONORS (Write in full) (Write in full) (if not graduated) RECEIVED From To ELEMENTARY **Bukid Elementary School** Primary 2003 2009 N/a 2009 Valedictorian SECONDARY Naval National High School Secondary 2009 2013 2013 Valedictorian N/a VOCATIONAL / N/a N/a N/a N/a N/a N/a N/a TRADE COURSE COLLEGE Visavas State University **Bachelor of Science in Economics** 2013 2017 N/a 2017 Cum laude GRADUATE STUDIES Visayas State University Master of Science in Agricultural Economics 2018 Present 31 N/a (Continue on separate sheet if necessary)

SIGNATURE MW

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JULY 30, 7025

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Introduction to Agri-Aqua Technology B	usiness Incubation (Online)	5/16/2022	5/23/2022	16.0	Technical	Benguet State University	
S4CP Summit – Visayas Cl	uster (Online)	05/05/2022	05/05/2022	8.0	Technical	Seda Capitol Central, Bacolod City	
33rd Joint ViCARP and RRDEN Regional	RDEI Symposium (Online)	11/15/2022	11/19/2022	8.0	Technical	Visayas State University	
Philippine Startup Week 2021 (Online)			11/19/2021	40.0	Technical	DICT, QBO-Philippines, DTI, and DOST-PCAARI	
Basic Intellectual Property Valuation (Online)						thru TTPD	
		09/02/2021	09/02/2021	8.0	Technical	DOST-Region VII	
Design, Business, and Technology: The Maki	ngs of a Filipino Brand (Online)	7/27/2021	8/27/2021	40.0	Technical	UP Visayas	
Financial Literacy and Management for Agri and	Farm Tourism Enterprises (Online)	6/15/2021	7/27/2021	40.0	Technical	Institute for Small-Scale Industries, University of the Philippines	
Human Resource Management for Agri and Fa	the second secon	04/07/2021	4/27/2021	40.0	Technical	Institute for Small-Scale Industries, University of the Philippines	
Virtual Training-Workshop on Basic QGIS and Cli (CRVA):Adaptive Capacit		03/10/2021	03/12/2021	24.0	Technical	Office of the Director for Innovation, Visayas Sta	
Philippine Startup We		11/23/2020	11/27/2020	40.0	Technical	University DICT, QBO-Philippines, DTI, and DOST-PCAARF	
						thru TTPD	
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2nd ATBI Real Time Monitoring System (RTI		10/26/2020	10/30/2020	8.0	Technical	DOST-PCAARRD Office of the Director for Innovation, Visayas Sta	
Online Digital Mark		09/10/2020	9/29/2020	32.0	Technical	University	
Basic QGIS Train		7/28/2020	7/29/2020	16.0	Technical	Office of the Vice President for Research, Extension, and Innovation	
Online Training-Workshop on Investment Appraisal of Selected Climate Resilient Agriculture (CRA) Practices in Region VII			5/27/2020	16.0	Technical	Visayas Socio-Economic Research and Data Analytics Center (VISERDAC)	
raining-Workshop on the Preparation of Land-Use	Plan: Projections and Interpretations	12/19/2019	12/13/2019	40.0	Technical	Philrootcrops Visayas State University	
Training Workshop on Data Management and Statistical Analysis using SPSS			8/15/2019	8.0	Technical	Visayas State University-Isabel Campus Isabel, Leyte	
III. OTHER INFORMATION	(Conti	inue on separate s	heet if necessary)				
31. SPECIAL SKILLS and HOBBIES	32. NON-	ACADEMIC DISTIN		NITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
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DATA ANALYSIS		nposium, Visay			Copilient and	and Development Studies - 2018 - Presen	
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GENERAL SERVICES						
34.	Are you related by consanguinity or affinity to the appointin chief of bureau or office or to the person who has immediat Bureau or Department where you will be apppointed, a. within the third degree?		□ YES ☑	I NO		
	b. within the fourth degree (for Local Government Unit - Car	reer Employees)?		NO		
35.	a. Have you ever been found guilty of any administrative of	□ YES ☑ NO If YES, give details:				
	b. Have you been criminally charged before any court?	If YES, give details: Date Filed: Status of Case/s:				
36.	Have you ever been convicted of any crime or violation of a by 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, erout (abolition) in the public or private sector?	□ YES ☑ NO If YES, give details:				
38.	a. Have you ever been a candidate in a national or local ele Barangay election)?	□ YES NO If YES, give details:				
	b. Have you resigned from the government service during the 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 permanent	□ YES □ NO If YES, give details (country):				
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mar 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),	(callery savet)	production and the second seco			
a.	Are you a member of any indigenous group?	☐ YES ☐ NO If YES, please specify:				
	Are you a person with disability?	☐ YES ☐ NO If YES, please specify ID No:				
C.	Are you a solo parent?	□ YES ☑ NO If YES, please specify ID No:				
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	/appointee)				
	NAME	ADDRESS	TEL. NO.	Total and and		
ISA:	Antonio S. Cavero	Naval, Hilongos, Leyte	9271895338			
	Cecilia A. Cavero	Naval, Hilongos, Leyte	9694713884			
	Marlon M. Tambis	Baybay City, Leyte	9397209796	D and		
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 repre I agree that any misrepresentation made in this doctadministrative/criminal case/s against me.	ent laws, rules and regulations of the esentative to verify/validate the contents	Republic of the stated herein.	JEDAN A. CAVERO		
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		ATTY. KAREWABEGAN. S. MO VSU Director, Legal Affairs and S	NTERON Services			

Person Administering Oath

WORK EXPERIENCE SHEET

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

- 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: August 1, 2024 July 31, 2025
- Position: Instructor I
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Dr. Lemuel S. Preciados
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Teaches Econometrics, Business Economics, Macroeconomics, Entrepreneurship, Agricultural Economics and Marketing, and Economics with Land Reform and Taxation
- Duration: August 16, 2023 July 31, 2024
- Position: Instructor I
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Prof. Zyra May H. Centino
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - b. Teaches Econometrics, Business Economics, Macroeconomics, Entrepreneurship, Agricultural Economics and Marketing, and Economics with Land Reform and Taxation
- Duration: January 1, 2023 August 15, 2023
- Position: Science Research Specialist I
- Name of Office/Unit: Office of the Director for Innovation
- Immediate Supervisor: Prof. Marlon M. Tambis
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - c. Conduct activities and programs in order to maximize the number of

incubatees in the Regional ATBI

- d. Focus in the selection and recruitment of incubatees
- Forge collaboration and network with various business groups and organizations
- f. Supervise the activities and programs of Regional ATBI
- g. Ensure proper maintenance of the TBI building and equipment
- h. Perform other tasks that the project leader may assign
- Duration: July 1, 2022 December 31, 2022
- Position: Science Research Assistant
- Name of Office/Unit: Office of the Director for Innovation
- Immediate Supervisor: Prof. Marlon M. Tambis
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Assisted the TBI Manager in the management and operation of VSU-TBI.
 - b. Prepared Business Plans for VSU-TBI incubatees.
 - c. Kept tracks of the project activities and deliverables.
 - d. Prepared project reports.
 - e. Facilitated in the conduct of seminars/trainings/workshops.
 - f. Performed other tasks that the project leaders assigned.
- Duration: May 1, 2021 June 30, 2022
- Position: Science Research Assistant
- Name of Office/Unit: Office of the Director for Innovation
- Immediate Supervisor: Prof. Alan B. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Assisted the TBI Manager in the management and operation of VSU-TBI.
 - b. Prepared Business Plans for VSU-TBI incubatees.
 - c. Kept tracks of the project activities and deliverables.
 - d. Prepared project reports.
 - e. Facilitated in the conduct of seminars/trainings/workshops.
 - f. Performed other tasks that the project leaders assigned:
 - Conducted the monitoring and evaluation of TBI incubatees.
 - 2. Reviewed and revised the VSU technology profiles.
 - Assisted in project proposal writing.
- Duration: June 1, 2020 April 30, 2021
- Position: Science Research Assistant

- Name of Office/Unit: Office of the Director for Innovation
- Immediate Supervisor: Prof. Alan B. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Prepared and reviewed project reports.
 - b. Performed other tasks that the project leaders assigned.
 - Facilitated the report writing of CRVA projects.
 - 2. Conducted enrollment forecasting for VSU LUDIP project.
 - 3. Assisted in VSU-TBI project operation.
- Duration: September 1, 2019 May 31, 2020
- Position: Science Research Assistant
- Name of Office/Unit: Philippine Root Crops Research and Training Center
- Immediate Supervisor: Prof. Alan B. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Assisted project leader and project staff in gathering and analyzing data.
 - Conducted field validation such as survey, FGD, KII in coordination with project leader & staff.
 - c. Helped write project reports.
 - d. Performed other tasks assigned by project leader and project staff.
- Duration: June 1, 2019 August 31, 2019
- Position: Science Research Assistant
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Dr. Moises Neil. V Serino
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - Assisted the study leader in the conduct of field work and coordinate with other members of the project.
 - b. Took charge in the data collection and management.
 - c. Assisted the study leader in the statistical analysis and report writing.
 - d. Assisted in the preparation of at least 1 research article to be published in peer-reviewed/ISI/scopus index journal.
 - e. Liaised with the project members, stakeholders, and local partners.
 - f. Performed administrative works related to the project

- g. Performed other related tasks assigned by the study leader and supervisor.
- Duration: August 1, 2018 February 28, 2019
- Position: Science Research Assistant
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Prof. Ernesto F. Bulayog
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - Assisted the study leader in the formulation of the Payment for Ecosystem Services (PES) Scheme of Cuatro Islas Protected Landscape and Seascape (CIPLS).
 - b. Liaised with the project members, stakeholders and local partners.
 - c. Performed administrative works related to the project.
 - d. Performed other related tasks assigned by the study leaders and supervisor.
- Duration: February 15, 2018 July 31, 2018
- Position: Substitute Instructor
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Prof. Moises Neil V. Serino
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Taught Mathematical Economics, Intermediate Microeconomics, Cost-Benefit Analysis, Applied Economics, and General Economics
 - b. Immersion teacher for Accountancy, Business and Management (ABM) Senior High School Students.
- Duration: August 1, 2017 February 14, 2018
- Position: Science Research Assistant
- Name of Office/Unit: Department of Economics
- Immediate Supervisor: Prof. Zyra May Centino
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - a. Assisted the study leader in the valuation of the recreational and provisioning services of Cuatro Islas Protected Landscape and Seascape (CIPLS)
 - b. Assisted the study leader in the conduct of the field work and coordinated with other members of the project.

- c. Took charge in data collection and management.
 d. Assisted the study leader in the report writing.
 e. Liaised with the project members, stakeholders and local partners.

(Signature over Printed Name of Employee/Applicant)

Date: JULY 30,7W25