

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	GODOY		
FIRST NAME	CYNTHIA DOLORES	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	VILLEGAS		
3. DATE OF BIRTH (mm/dd/yyyy)	3/23/1956	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	DUMAGUETE CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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:		
7. HEIGHT (m)	5'3"	17. RESIDENTIAL ADDRESS	#83 KILBOURNE DRIVE House/Block/Lot No. Street VSU PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
8. WEIGHT (kg)	61 KGS.	18. PERMANENT ADDRESS	N/A House/Block/Lot No. Street Subdivision/Village Barangay City/Municipality Province ZIP CODE
9. BLOOD TYPE	"A"		
10. GSIS ID NO.	006-0102-6454-2		
11. PAG-IBIG ID NO.	N/A		
12. PHILHEALTH NO.	13-000016637-6		
13. SSS NO.	N/A	19. TELEPHONE NO.	(053)-5637394
14. TIN NO.	104-768-216	20. MOBILE NO.	09271285805
15. AGENCY EMPLOYEE NO.	V000243	21. E-MAIL ADDRESS (if any)	cydvill@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GODOY		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	FEDERICO	JR.	JAYFRED GAHAM V. GODOY	1/21/1984
MIDDLE NAME	POLIQUIT		JAYSON V. GODOY	1/8/1987
OCCUPATION	SCIENCE AIDE			
EMPLOYER/BUSINESS NAME	PHILIPPINE ROOT CROPS RESEARCH AND TRAINING CENTER			
BUSINESS ADDRESS	VSU, BAYBAY CITY, LEYTE			
TELEPHONE NO.	(053)-563 7229			
24. FATHER'S SURNAME	VILLEGAS			
FIRST NAME	TOMAS	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	PASTOR			
25. MOTHER'S MAIDEN NAME	VILLAMIL			
SURNAME	VILLEGAS			
FIRST NAME	CRESENCIANA			
MIDDLE NAME	ZAMORA			

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	MANGNAO ELEMENTARY SCHOOL	PRIMARY GRADUATE	1963	1969	N/A	1969	Hon. Mention
SECONDARY	LAOANG NATIONAL TRADE SCHOOL	HIGH SCHOOL GRADUATE	1970	1973	N/A	1973	VALEDICTO-RIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SILLIMAN UNIVERSITY	BS CHEMISTRY	1974	1979	N/A	1979	N/A
GRADUATE STUDIES	LEYTE STATE UNIVERSITY	MS SOIL SCIENCE	1989	2005	N/A	2005	Thesis Asst prog. - DA-BAR

SIGNATURE		DATE	Oct 02, 2018
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IV. CIVIL SERVICE ELIGIBILITY					
27. CAREER SERVICE/ RA 1080 (BOARD/ BARANGAY ELIGIBILITY / DRIVER'S LICENSE)		DATE OF EXAMINATION /CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	Date of Validity
CHEMISTS LICENSURE EXAMINATION		AUG 30-SEPT 1, 1988	MANILA	0006946	2018
CIVIL SERVICE EXAMINATION- PROF		7/26/1987	CEBU CITY	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.							
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 '00-00')/ INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01 / 01 /2018	present	Sci. Research Specialist II	Visayas State University	34,541.00	SG 16-step 8	permanent	yes
01 / 01 /2016	12/31/2016	Sci. Research Specialist II	Visayas State University	30,752.00	SG 16-step 8	permanent	yes
06 /01 /2012	12/31/2015	Sci. Research Specialist II	Visayas State University	29,017.00	SG 16-step 8	permanent	yes
06 /01 /2011	5 /31/2012	Sci. Research Specialist II	Visayas State University	26,832.00	SG 16-step 8	permanent	yes
07 / 01 /2010	5/31/2011	Sci. Research Specialist II	Visayas State University	24,647.00	SG 16-step 8	permanent	yes
06 /24 /2010	06 /30 /2010	Sci. Research Specialist II	Visayas State University	24,243.00	SG 16-step 8	permanent	yes
07 / 01 /2009	06 / 23 /2010	Sci. Research Specialist II	Visayas State University	22,013.00	SG 16-step 7	permanent	yes
07 / 01 /2008	6/30/2009	Sci. Research Specialist II	Visayas State University	19,784.00	SG16 step 7	permanent	yes
07/01 /2007	6/30/2008	Sci. Research Specialist II	Visayas State University	17,985.00	SG 16 step 7	permanent	yes
07/01 /2007	7/1/2007	Sci. Research Specialist II	Leyte State University	16,350.00	SG 16-step 7	permanent	yes
07 / 01 /2004	6/30/2007	Sci. Research Specialist II	Leyte State University	15,951.00	SG 16 step 7	permanent	yes
07 / 01 /2001	6/30/2004	Sci. Research Specialist II	Visayas State College of Agriculture	15,561.00	SG 16 step 6	permanent	yes
07/01 /2001	/ /	Sci. Research Specialist II	Visayas State College of Agriculture	14,820.00	SG 16 step 5	permanent	yes
01 /01 /2000	6/30/2001	Sci. Research Specialist II	Visayas State College of Agriculture	14,460.00	SG 16 step 4	permanent	yes
07 / 01 /1998	12/31/1999	Sci. Research Specialist II	Visayas State College of Agriculture	13,145.00	SG 16 step 4	permanent	yes
11 /01 /1997	6/30/1998	Sci. Research Specialist II	Visayas State College of Agriculture	12,824.00	SG 16	permanent	yes
01 / 01 /1997	10/31 /1997	Sci. Research Specialist II	Visayas State College of Agriculture	10,562.00	SG 16	permanent	yes
01 / 01 /1996	12/31/1996	Sci. Research Specialist II	Visayas State College of Agriculture	8,299.00	SG 16	permanent	yes
3/ 16 /1996	12/ 31/1995	Sci. Research Specialist II	Visayas State College of Agriculture	6,583.00	SG16	permanent	yes
01/01 /1995	3/15/1995	Sci. Research Specialist II	Visayas State College of Agriculture	6,534.00	SG 16	permanent	yes
01/01 /1994	12/31/1994	Sci. Research Specialist II	Visayas State College of Agriculture	5,534.00	SG 16	permanent	yes
07 / 01 /1992	12/31/1993	Sci. Research Specialist II	Visayas State College of Agriculture	4,834.00	SG16	permanent	yes
03 / 16 /1992	6/30/1992	Sci. Research Specialist II	Visayas State College of Agriculture	4,786.00	SG16	permanent	yes
07 /01 /1989	3/15/1992	Sci. Research Specialist II	Visayas State College of Agriculture	4,786.00	SG16	permanent	yes
01 / 01 /1988	6/30/1989	Res. Chemist II	Visayas State College of Agriculture	2,395.90	N/A	permanent	yes
03 / 01 /1987	12/31/1987	Res. Chemist II	Visayas State College of Agriculture	2,178.10	N/A	permanent	yes
07 / 01 /1986	02 / 28 /1987	Res. Chemist II	Visayas State College of Agriculture	1,715.00	N/A	Temporary	yes
05 /01 /1984	12/31/1984	Res. Chemist II	Visayas State College of Agriculture	1,553.00	N/A	Temporary	yes
01 / 01/1984	4/30/1984	Res. Chemist II	Visayas State College of Agriculture	1,405.00	N/A	Temporary	yes
03 / 01 /1981	2/28/1982	Res. Assistant	Visayas State College of Agriculture	772.20	N/A	CO	yes
03/ 16 /1980	2/28/1981	Res. Assistant	Visayas State College of Agriculture	702.00	N/A	CO	yes

SIGNATURE		DATE	
[Signature]		October 02, 2018	

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	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)

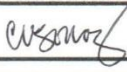
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
1.	Compliance to RA 10657: Certificate to Operate Chem Laboratories	02/ 16/2017	2/16/2017	8.00	Managerial	Integrated Chemists of the Philippines
2.	Training on Techniques of MPAES	11/16/2016	11/18/2016	24	Technical	Agilent technologies-USA
3.	Study Mission on Cassava Crop Health	4/26/2016	5/1/2016	40.0	Technical	International Center for Tropical Agriculture, Dept. of Agriculture- Bureau of Agricultural Research & Visayas State University
4.	31st Philippine Chemistry Congress	4/13/2016	4/15/2016	24.0	Technical	Kapisanan ng mga Kimiko sa Pilipnas
5.	Updates on Chemical Regulations 2016: An Interegulatory Agency Overview	2/16/2016	2/17/2016	16.0	Managerial	Integrated Chemists of the Philippines
6.	Nat'l Workshop on Invasive Pests & Diseases of Cassava	3/14/2016	3/17/2016	24.0	Technical	International Center for Tropical Agriculture, Dept. of Agriculture- Bureau of Agricultural Research & Visayas State University
7.	Berghof Workshop & Product Seminar	8/15/2015	8/15/2015	8.0	Technical	Molave Trading
8.	Agilent Spectroscopy Seminar	7/1/2015	7/1/2015	8.0	Technical	Molave Trading
9.	Water Quality Testing and Analysis Training	5/11/2015	5/14/2015	24.0	Technical	Integrated Chemists of the Philippines
10.	Professional Chemistry Law (RA 10657) Forum	5/15/2015	5/15/2015	4.0	Managerial	Integrated Chemists of the Philippines- Leyte Chapter
11.	30th Philippine Chemistry Congress	4/15/2015	4/17/2015	24.0	Technical	Integrated Chemists of the Philippines
12.	29th Philippine Chemistry Congress	4/9/2014	4/11/2014	24.0	Technical	Phil. Federation of Chemistry Societies
13.	Chemical Security & Safety Training	4/2/2014	4/5/2014	24.0	Technical	De la Salle Univ. & US State Dept. , and Sandia
14.	AAS Application Training	3/28/2014	3/28/2014	8.0	Technical	Agilent Technologies- Singapore
15.	The Safety Summit- Merck Safety: "In More Ways Than One"	9/6/2013	9/6/2013	8.0	Technical	Merck-Philis.
16.	The Changing Regulatory World: Regulatory Requirements on Importation, Procurement...	9/5/2013	9/5/2013	8.0	Technical	Merck-Philis.
17.	Safety in the Laboratory	9/3/2013	9/3/2013	4.0	Technical	VSU and Merck-Philis.
18.	Preparing your Institutional Chemical Safety Manual	2/11/2013	2/12/2013	16.0	Managerial	Integrated Chemists of the Phils
19.	Rootcrop RDE Validation Workshop	1/30/2012	1/31/2012	14.0	Technical	Dept. of Agric.; VSU, PRCRTC & PCAARRD
20.	In House Training in Laboratory Analytical & Quality Assurance Procedures	4/23/2012	4/27/2012	48.0	Technical	ACIAR and Visayas State University
18.	All You need to Know About Chemical Safety	2/13/2012	2/14/2012	16.0	Managerial	Integrated Chemists of the Philippines
19.	Microwave Oven Applications Training in Eningen , Germany	10/22/2017	10/26/2017	24.0	Technical	Berghof Products, Germany
20.	HPLC Applications Training	9/10/2018	9/12/2018	24.0	Technical	Agilent Technologies, Singapore

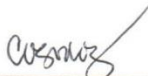
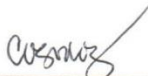
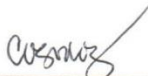



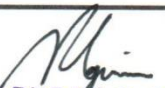
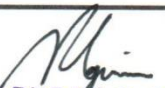
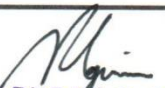
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Skill: Computer literate(Word, Excel, Powerpoint)		1. VSU-Service Award		1. Integrated Chemists of the Phils.
	Hobbies: Cooking, reading inspirational books, listening to concert and classical music and watching TV.		2. PRCRTC Loyalty Award		2. Integrated Chemists of the Phils-Leyte Chapter
			3. Roman Catholic Diocese of Maasin Service Award		3. Phil. Assoc. of Laboratory Instrument Users
					4. LSU Administrative Personnel Association
					5. VSU Alumni Association
					6. Catholic Womens League

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Oct 02, 2018
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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, a. within the third degree? b. within the fourth degree (for Local Government Unit - Career Employees)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ Date Filed: _____ Status of Case/s: _____												
36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)? 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details (country): _____												
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: a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>1. Dr. Erlinda A. Vasquez</td><td>VSU, Baybay City, Leyte</td><td>563-7229</td></tr><tr><td>2. Dr. Jose L. Bacusmo</td><td>VSU, Baybay City, Leyte</td><td>563-7229</td></tr><tr><td>3. Dr. Julita R. Roa</td><td>Baybay City, Leyte</td><td>563-7229</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	1. Dr. Erlinda A. Vasquez	VSU, Baybay City, Leyte	563-7229	2. Dr. Jose L. Bacusmo	VSU, Baybay City, Leyte	563-7229	3. Dr. Julita R. Roa	Baybay City, Leyte	563-7229
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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.													
<table><tr><td>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: PRC- Chemist</td></tr><tr><td>ID/License/Passport No.: 0006946</td></tr><tr><td>Date/Place of Issuance: 5/23/1989- Manila Phils.</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: PRC- Chemist	ID/License/Passport No.: 0006946	Date/Place of Issuance: 5/23/1989- Manila Phils.	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>10/02/18</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	10/02/18	Date Accomplished				
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	<table><tr><td></td></tr><tr><td>Right Thumbmark</td></tr></table>		Right Thumbmark										
													
Right Thumbmark													
SUBSCRIBED AND SWORN to before me this <u>OCT 03 2018</u> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td></td></tr><tr><td>ATTY. RYSAN C. GUINOCOR</td></tr><tr><td>VSU LEGAL OFFICER</td></tr><tr><td>Person Administering Oath</td></tr></table>			ATTY. RYSAN C. GUINOCOR	VSU LEGAL OFFICER	Person Administering Oath								
													
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