

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 ☐) 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	LINA		
FIRST NAME	VIVIAN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	POLE		
3. DATE OF BIRTH (mm/dd/yyyy)	05/31/1991	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	BAGUMBAYAN, HILONGOS, LEYTE	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)	1.52	17. RESIDENTIAL ADDRESS	Apartment 13 House/Block/Lot No. Street VSU Pangasugan Subdivision/Village Barangay Baybay Leyte City/Municipality Province
8. WEIGHT (kg)	65	ZIP CODE	6521
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	House/Block/Lot No. Street Purok 2 TAMBIS Subdivision/Village Barangay HILONGOS LEYTE City/Municipality Province
10. GSIS ID NO.	CRN: 021-1563-5436-6	ZIP CODE	6524
11. PAG-IBIG ID NO.	1211-3421-3553	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	13-000108424-1	20. MOBILE NO.	0929-114-1790
13. SSS NO.	N/A	21. E-MAIL ADDRESS (if any)	vivian.lina@vsu.edu.ph
14. TIN NO.	424-219-201		
15. AGENCY EMPLOYEE NO.	V01257		

II. FAMILY BACKGROUND

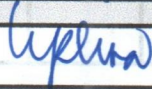
22. SPOUSE'S SURNAME	LINA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	EUSEBIO	NAME EXTENSION (JR., SR) JR	EUNAH ZAVIEN P. LINA	01/06/2021
MIDDLE NAME	RUIZ			
OCCUPATION	PROFESSOR			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	9293697060			
24. FATHER'S SURNAME	POLE			
FIRST NAME	BASILIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	LASPIÑAS			
25. MOTHER'S MAIDEN NAME				
SURNAME	NOTARTE			
FIRST NAME	VISITACION			
MIDDLE NAME	PETAGRA			

(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	BAGUMBAYAN ELEMENTARY SCHOOL	N/A	1998	2004	N/A	2004	SALUTATORIAN
SECONDARY	STA. MARGARITA NATIONAL HIGH SCHOOL	N/A	2004	2008	N/A	2008	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS IN CHEMISTRY	2008	2012	N/A	2012	DOST-SEI SCHOLARSHIP (RA 7687)
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS TALAMBAN CAMPUS	MS CHEMISTRY	2018	present	28 units	N/A	DOST-ASTHRDP

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 28, 2022
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]


(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 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		
	Integrated Chemists of the Philippines	11/04/2016	2019	36 months	MEMBER
	Pilipinas Monitoring & Evaluation Society	04/16/2016	2017	12 months	MEMBER
	CHEMICAL SOCIETY,VISAYAS STATE UNIVERSITY	06/01/2011	03/01/2012	10 months	VICE PRESIDENT
	COLLEGE OF ARTS AND SCIENCES,VISAYAS STATE UNIVERSITY	06/01/2011	03/01/2012	10 months	VICE PRESIDENT
	DOST SCHOLARS SOCIETY,VISAYAS STATE UNIVERSITY	06/01/2008	04/11/2012	44 months	MEMBER
	BARANGAY BAGUMABAYAN SANGGUNIANG KABATAAN (SK)	10/29/2008	10/25/2010	12 months	SK CHAIRMAN
	SUPREME STUDENT GOVERNMENT,Sta. Margarita National High School, Hilongos Leyte	06/01/2007	03/31/2008	10 months	PRESIDENT

(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)

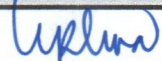
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	HPLC: Principles and Application in Food Analysis	04/18/2022	04/18/2022	1.5 hours	technical	Institute of Chemistry UP Diliman/Shimadzu Phil. Corporation
	ISO 22000:2005	11/20/2017	11/20/2017	8 HOURS	technical	DOST-NCR
	Compliance to R.A. 10657: Certificate to Operate for Chemical Laboratories	02/16/2017	02/16/2017	8 HOURS	technical	Integrated Chemists of the Philippines (ICP)
	Awareness Seminar on ISO 9001:2015 and Risk Management based on 31000:2009	12/19/2016	12/20/2016	16 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Basic Life Saving	12/01/2016	12/01/2016	8 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Energy Assessment Awareness	10/26/2016	10/26/2016	8 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Statistical Data Management and Analysis using MS Excel	10/12/2016	10/14/2016	24 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Preparing Effective Research Proposals and Managing Student Researches	09/27/2016	09/27/2016	4 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Resource Efficient Cleaner Production Assessor's Training	06/14/2016	06/16/2016	24 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Production Planning and Control	04/28/2016	04/29/2016	16 HOURS	technical	Department of Science and Technology-Metals Industry Research and Development Center
	Fundamentals of Monitoring and Evaluation	04/16/2016	04/16/2016	8 HOURS	technical	Pilipinas Monitoring & Evaluation Society (PMES)
	Occupational Safety and Health Standard and 5S	04/12/2016	04/12/2016	4 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Basic Good Manufacturing Practices (GMP), Sanitation Standard Practices Operating Procedures (SSOP) and Productivity Tools	07/21/2015	07/21/2015	16 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	How Safe is My House? (Earthquake Awareness and Preparedness)	05/12/2015	05/12/2015	4 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	Forest Products Research and Development Institute (FPRDI) Technologies	04/22/2015	04/22/2015	4 HOURS	technical	Department of Science and Technology- National capital Region (DOST-NCR)
	TRAINING ON GRAS COATING TO ENHANCE THE SHELF-LIFE OF VEGETABLES	03 /26 /2014	4 /26 /2014	4 HOURS	technical	VISAYAS STATE UNIVERSITY
	2ND CONSULTATIVE WORKSHOP ON VEGETABLE INDUSTRY AND DEV'T DIRECTIONS IN EASTERN VISAYAS	03 /20-22 /2014	4/20-22 /2014	24 HOURS	technical	VISAYAS STATE UNIVERSITY
	SAFETY IN THE LABORATORY	09 /03 /2013	10 /03 /2013	5 HOURS	technical	VISAYAS STATE UNIVERSITY/MERCK INC.
	BEST PRACTICES FOR LABORATORY MANAGEMENT	05 /22 /2013	6 /22 /2013	4 HOURS	technical	VISAYAS STATE UNIVERSITY/F.A.S.T.LABORATORY
	Skills Enhancement in Horticultural Crop Science and Technology	12 /03-07/2012	13 /03-07/2012	40 HOURS	technical	VISAYAS STATE UNIVERSITY
	AAS and its Applications by Gerald Glen Hernandez	01/31 /2012	01/31 /2013	4 HOURS	technical	VISAYAS STATE UNIVERSITY
	CREATING E-BOOK STANDARD DOCUMENTS USING OPEN OFFICE	10/08/2011	10/08/2012	8 HOURS	technical	VISAYAS STATE UNIVERSITY
	THE GLOBAL CHEMISTRY EXPERIMENT "WATER: A CHEMICAL SOLUTION"	11 /17 /2011	12 /17 /2011	4 HOURS	technical	VISAYAS STATE UNIVERSITY

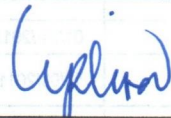
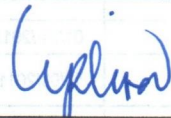
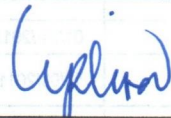



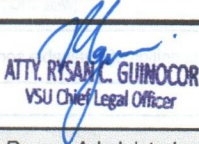
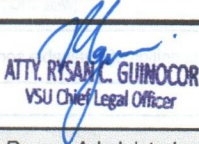
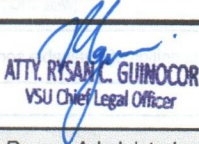
(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Excellent computer skills,proficient in MS Office		Plaque of Appreciation: A recognition of invaluable service and commitment from DOST-NCR		N/A
	Excellent leadership skills				
	Good communication and interpersonal skills				
	Good analytical skills				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 28, 2022
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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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ finished contract / end of project term												
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>Dr. Candelario L. Calibo</td><td>Visayas State University, Visca, Baybay City</td><td>0999-990-6169</td></tr><tr><td>Dr. Elizabeth S. Quevedo</td><td>Visayas State University, Visca, Baybay City</td><td>565-0600 loc 1032</td></tr><tr><td>Romelen T. Tresvalles</td><td>DOST-NCR, Bicutan, Taguig City, MM</td><td>0917-514-1436</td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.	Dr. Candelario L. Calibo	Visayas State University, Visca, Baybay City	0999-990-6169	Dr. Elizabeth S. Quevedo	Visayas State University, Visca, Baybay City	565-0600 loc 1032	Romelen T. Tresvalles	DOST-NCR, Bicutan, Taguig City, MM	0917-514-1436
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Dr. Elizabeth S. Quevedo	Visayas State University, Visca, Baybay City	565-0600 loc 1032												
Romelen T. Tresvalles	DOST-NCR, Bicutan, Taguig City, MM	0917-514-1436												
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: GSIS UMID-ID</td></tr><tr><td>ID/License/Passport No.: CRN: 021-1563-5436-6</td></tr><tr><td>Date/Place of Issuance: Mar 3, 2017/ GSIS Pasig</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: GSIS UMID-ID	ID/License/Passport No.: CRN: 021-1563-5436-6	Date/Place of Issuance: Mar 3, 2017/ GSIS Pasig	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>JUNE 28, 2022</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	JUNE 28, 2022	Date Accomplished				
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Right Thumbmark														
SUBSCRIBED AND SWORN to before me this <u>14 SEP 2022</u> , affiant exhibiting his/her validly issued government ID as indicated above.														
<table><tr><td></td></tr><tr><td>ATTY. RYSA M. GUIMOCOR VSU Chief Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>				ATTY. RYSA M. GUIMOCOR VSU Chief Legal Officer	Person Administering Oath									
														
ATTY. RYSA M. GUIMOCOR 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.

- Duration: August 16, 2021 to Present
- Position: INSTRUCTOR I
- Name of Office/Unit: Department of Pure and Applied Chemistry
- Immediate Supervisor: Dr. Elizabeth S. Quevedo
- Name of Agency/Organization and Location: Visayas State University – Baybay City Leyte

- List of Accomplishments and Contributions (if any)

- 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 department heads within two weeks after final examination
 - f. Makes himself available for consultation by his/her students during scheduled consultation hours
 - 2. Performs other functions relative to committee memberships and other ad hoc assignments and functions assigned by the department head, College Dean, Vice Presidents and the University President.

- Duration: November 9, 2015 to MAY 31, 2018
- Position: SCIENCE RESEARCH ASSISTANT
- Name of Office/Unit: Technical Operations Division
- Immediate Supervisor: Engr. Arman P. Bionat
- Name of Agency/Organization and Location: Department of Science and Technology- National Capital Region (DOST-NCR) – Taguig City, Metro Manila

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
 - Member, Monitoring and Evaluation Unit
 - Monitors project implementation and the impacts of DOST interventions to MSMEs
 - Assists in the conduct of Technology Needs Assessment
 - Prepares needed reports and updates projects' database
 - Training Coordinator, Training Unit
 - Facilitates the preparation, implementation and conduct of technology trainings
 - Promotes DOST Programs and Services
 - Member, Food Safety Consultancy Services
 - Schedules requests for training on Food Safety Awareness
 - Conducts a lecture on Food Safety Awareness
 - Assists in the conduct of Food Safety Assessment
 - Member/Secretariat, DOST NCR Personnel Selection Board

- Screens, evaluates and selects position applicants for recruitment and promotion

- Duration: November 10, 2014 – November 8, 2015
- Position: PROJECT ASSISTANT I
- Name of Office/Unit: Technical Operations Division
- Immediate Supervisor: Engr. Arman P. Bionat
- Name of Agency/Organization and Location: Department of Science and Technology- National Capital Region (DOST-NCR) – Taguig City, Metro Manila
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Member, Monitoring and Evaluation Unit
 - Monitors project implementation and the impacts of DOST interventions to MSMEs
 - Assists in the conduct of Technology Needs Assessment
 - Prepares reports and updates projects' database

- Duration: May 3, 2012 – April 30, 2014
- Position: SCIENCE RESEARCH ASSISTANT
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Dr. Rosario Salas / Dr. Marcelo Quevedo
- Name of Agency/Organization and Location: Visayas State University – Baybay City Leyte
- List of Accomplishments and Contributions (if any)
 - Published articles (*See attached A.*)
- Summary of Actual Duties
 - Assist in the implementation and maintenance of the research project titled "GRAS Coatings to Enhance Shelf-life of Vegetables."
 - Gather, collate and analyze data
 - Make and submit periodic reports
 - Supervise laborers
 - Perform other research related activities that may be assigned by the Project Leader
 - Make IEC materials or brochures

VIVIAN P. LINA

(Signature over Printed Name
of Employee/Applicant)

Date: JUNE 28, 2022