

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 (☐ nd 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	GEROMO		
FIRST NAME	RONEL	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	BANLUTA		
3. DATE OF BIRTH (mm/dd/yyyy)	4/22/97	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	TAGBILARAN CITY, BOHOL	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.63	ZIP CODE	6521-A
8. WEIGHT (kg)	71.0		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay UBAY BOHOL City/Municipality Province
10. GSIS ID NO.	4162 9802 9755 5202	ZIP CODE	6315
11. PAG-IBIG ID NO.	121283441285		
12. PHILHEALTH NO.	13-025513605-5		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	708-408-068	20. MOBILE NO.	+63-975-150-0824 / +63-938-007-3808
15. AGENCY EMPLOYEE NO.	V01155	21. E-MAIL ADDRESS (if any)	ronel.geromo@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A	23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	N/A		
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	GEROMO		
FIRST NAME	RODRIGO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BABOR		
25. MOTHER'S MAIDEN NAME	LYNIE DANDO BANLUTA		
SURNAME	BANLUTA		
FIRST NAME	LYNIE		
MIDDLE NAME	DANDO		

(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	CALANGGAMAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	4/3/02	4/11/08	N/A	2008	SALUTATORIA N
SECONDARY	BOHOL NORTHEASTERN EDUCATION FOUNDATION	SECONDARY EDUCATION	6/9/08	4/26/13	N/A	2013	2ND HON. MENTION
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ANIMAL SCIENCE	6/10/13	6/9/17	N/A	2017	COLLEGE/ UNIVERSITY
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN ANIMAL SCIENCE	8/7/18	6/14/19	N/A	2019	DOST-ASTHRDP


(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 20, 2022
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[illegible]

V. WORK EXPERIENCE

[illegible]

SIGNATURE		DATE	6/20/2022
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[illegible]

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)

[illegible]

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION / ORGANIZATION (Write in full)
	DNA EXTRACTION, ISOLATION PURIFICATION & GEL ELECTROPHORESIS				SOCIETY OF ANIMAL SCIENCE STUDENTS (VISAYAS STATE UNIVERSITY)
	PRACTICES IN POULTRY PRODUCTION				VISAYAS STATE UNIVERSITY FACULTY ASSOCIATION
	COMPUTER LITERATE				VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION
	SINGING & DANCING				PHILIPPINE SOCIETY OF ANIMAL SCIENCE (PSAS)
					PHILIPPINE ASSOCIATION OF AGRICULTURISTS INC. (PAA)

SIGNATURE		DATE	June 20, 2022
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<p>34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to chief of bureau or office or to the person who has immediate supervision over you in the 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> <hr/>												
<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 type="checkbox"/> NO</p> <p>If YES, give details:</p> <hr/> <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> <hr/>												
<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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details:</p> <hr/>												
<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> <hr/> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details:</p> <hr/>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details (country):</p> <hr/>												
<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</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%;">CONTACT NO.</th> </tr> </thead> <tbody> <tr> <td>DR. DINAH M ESPINA</td> <td>VISCA, BAYBAY CITY, LEYTE</td> <td>9173276367</td> </tr> <tr> <td>DR. MANUEL D. GACUTAN JR.</td> <td>VISCA, BAYBAY CITY, LEYTE</td> <td>9171474757</td> </tr> <tr> <td>DR. MASAHIDE NISHIBORI</td> <td>HIROSHIMA, JAPAN</td> <td>81824247992</td> </tr> </tbody> </table>		NAME	ADDRESS	CONTACT NO.	DR. DINAH M ESPINA	VISCA, BAYBAY CITY, LEYTE	9173276367	DR. MANUEL D. GACUTAN JR.	VISCA, BAYBAY CITY, LEYTE	9171474757	DR. MASAHIDE NISHIBORI	HIROSHIMA, JAPAN	81824247992
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<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>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> <td style="padding: 2px;">PLEASE INDICATE ID Number and Date</td> </tr> <tr> <td style="padding: 2px;">Government Issued ID: PRC ID</td> <td></td> </tr> <tr> <td style="padding: 2px;">ID/License/Passport No.: 0027556</td> <td></td> </tr> <tr> <td style="padding: 2px;">Date/Place of Issuance: 1/11/2018/PRC Tacloban</td> <td></td> </tr> </table>	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)	PLEASE INDICATE ID Number and Date	Government Issued ID: PRC ID		ID/License/Passport No.: 0027556		Date/Place of Issuance: 1/11/2018/PRC Tacloban		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 80px; vertical-align: middle;"> Signature (Sign inside the box) 6/20/2022 Date Accomplished </td> <td style="text-align: center; width: 100px; vertical-align: middle;"> Right Thumbmark </td> </tr> </table>	 Signature (Sign inside the box) 6/20/2022 Date Accomplished	 Right Thumbmark		
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 Signature (Sign inside the box) 6/20/2022 Date Accomplished	 Right Thumbmark												
<p>SUBSCRIBED AND SWORN to before me this 01 JUL 2022, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer </div> <div style="border: 1px solid black; padding: 5px; background-color: #f0f0f0;"> Person Administering Oath </div> </div>													

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: January 01, 2022 – December 31, 2022
- Position: Instructor I
- Name of Office/Unit: Department of Animal Science
- Immediate Supervisor: Dr. Manuel D.. Gacutan Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- **Summary of Actual Duties**

1. Handles subject/courses assigned
2. Acts as academic adviser to undergraduate students
3. Acts as department-based secretary.
4. Advises and corrects research outline and thesis and undergraduate field practice manuscripts
5. Entertains students seeking consultation with faculty
6. Converts the existing instructional materials into flexible learning materials
7. Prepares instructional modules, laboratory guide/workbook or a combination thereof
8. Prepares PowerPoint presentation, video clips, movie clips, reading assignments depending on course taught
9. Prepares assessment tools such as long exam, quizzes, problem sets, etc.
10. Creates virtual classroom using either Moodle or Google Classroom.
11. Designs experiential learning activities and other outputs to implement new normal
12. Prepares grade sheet and submits on or before deadline
13. Facilitates students in their completion of the subject and submits completion forms with grades within prescribed periods
14. Attended mandated trainings
15. Advises student organizations recognized by University Student Services Office/USSO (now: Office of the Dean of Students/ODS)
16. Prepares required documents and complies all requirements as prescribed in the accreditation tools

-
- Duration: March 22, 2021 – December 31, 2021
 - Position: Instructor I
 - Name of Office/Unit: Department of Animal Science
 - Immediate Supervisor: Dr. Manuel D.. Gacutan Jr.
 - Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- **Summary of Actual Duties**

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- Duration: September 28, 2020 – December 30, 2020
- Position: PhilSys Registration Officer II
- Name of Office/Unit: Philippine Statistics Office
- Immediate Supervisor: Jessamyn Anne C. Alcazaren
- Name of Agency/Organization and Location: Philippine Statistics Authority Bohol – Philippine Identification System, Tagbilaran City, Bohol

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 1. Monitor the performance of the assigned pre-registration team.
 2. Links between the Provincial Focal Person and enumerators.
 3. Reports to the Focal person with any urgent problems/concerns relating to PhilSys implementation.
 4. Coordinate with the Barangay Chairperson and the other barangay officials regarding the conduct of pre-registration activity in the barangay.
 5. Accompany the enumerators for a courtesy visit and during the house-to-house pre-registration of PhilSys registrants.
 6. Allocate and distribute the materials needed by the enumerators.
 7. Report to the ISA I regarding the technical problems related to the tablet-based pre-registration system.
 8. Performed other related activities that may be assigned by the Provincial Focal Person.

- Duration: January 1, 2020 – July 31, 2020
- Position: Substitute Instructor I
- Name of Office/Unit: Department of Animal Science
- Immediate Supervisor: Dr. Julius V. Abela
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 1. Handled different lecture and laboratory classes.
 2. Assists students in performing laboratory exercises.
 3. Develops new learning instructional materials
 4. Manages the swine production project.
 5. Advises students for their undergraduate Field Practice manuscripts.
 6. Secretary of the Department of Animal Science.

- Duration: August 1, 2019 – December 31, 2019
- Position: Substitute Instructor I
- Name of Office/Unit: Department of Animal Science
- Immediate Supervisor: Dr. Julius V. Abela
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- **Summary of Actual Duties**

1. Handled different lecture and laboratory classes.
2. Assists students in performing laboratory exercises.
3. Develops new learning instructional materials
4. Manages the swine production project.
5. Advises students for their undergraduate Field Practice manuscripts.
6. Secretary of the Department of Animal Science.



RONEL B. GEROMO

(Signature over Printed
Name of Employee/Applicant)

Date: June 23, 2022