

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 () ☐ 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	SINON		
FIRST NAME	FELICIANO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	LABRADOR	JR.	
3. DATE OF BIRTH (mm/dd/yyyy)	11/27/1995	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input checked="" type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	HILONGOS BAPTIST HOSPITAL	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Philippines
7. HEIGHT (m)	1.73	ZIP CODE	APARTMENT 32 KILBOURNE ST.
8. WEIGHT (kg)	69		House/Block/Lot No. Street
9. BLOOD TYPE	AB+		VISAYAS STATE UNIVERSITY PANGASUGAN
10. GSIS ID NO.	2005320634		Subdivision/Village Barangay
11. PAG-IBIG ID NO.	121237467076		BAYBAY CITY LEYTE
12. PHILHEALTH NO.	13-000124426-5	City/Municipality Province	6521-A
13. SSS NO.	N/A	18. PERMANENT ADDRESS	APARTMENT 32 KILBOURNE ST.
14. TIN NO.	357-7041-902	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	V01049		VISAYAS STATE UNIVERSITY PANGASUGAN
			Subdivision/Village Barangay
			BAYBAY CITY LEYTE
			City/Municipality Province
			6521-A
		19. TELEPHONE NO.	(053) 563 7328
		20. MOBILE NO.	+63 939 447 7500
		21. E-MAIL ADDRESS (if any)	feihlsinon@gmail.com feihl.sinon@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	SINON			
FIRST NAME	FELICIANO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	GUNO			
25. MOTHER'S MAIDEN NAME				
SURNAME	LABRADOR			
FIRST NAME	ROWENA			
MIDDLE NAME	GONZAGA			

(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	ALPHA CHRISTIAN SCHOOL	PRIMARY	2002	2008	GRADUATED	2008	N/A
SECONDARY	VISAYAS STATE UNIVERSITY - LABORATORY HIGH SCHOOL	SECONDARY	2008	2012	GRADUATED	2012	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BS IN AGRICULTURAL ENGINEERING	2012	2017	GRADUATED	2017	N/A
GRADUATE STUDIES							

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Dec 10, 2021
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

(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	12-10-2021
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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		
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			
	Organizational Meeting cum Workshop of the AFMechRDEN, HEIs/SUCs offering Agricultural Engineering / Agricultural and Biosystems Engineering	02/27/2019	02/28/2019	10 to 15	TECHNICAL	AFMECH
	69th National Philippine Society of Agricultural Engineering Convention	04/22/2019	04/26/2019	10 to 15	TECHNICAL	PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS
	Hands-on Training and Encoding of AFMechRDEN Database and Information Systems for HEIs	6/12/2018	6/12/2018	30 to 40	TECHNICAL	AFMECH
	Training-Workshop on the Development of Integrated OBE and K-12 Compliant BSABE Curriculum	09/17/2018	09/21/2018	30 to 40	TECHNICAL	
	Patent Search and Patent Drafting Writeshop	10/9/2018	09/14/2018	15 to 30	TECHNICAL	
	68th National Philippine Society of Agricultural Engineering Convention	04/23/2018	04/27/2018	10 to 15	TECHNICAL	PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS
	67th National Philippine Society of Agricultural Engineering Convention	04/23/2017	04/29/2017	10 to 15	TECHNICAL	PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS
	66th National Philippine Society of Agricultural Engineering Convention	04/24/2016	04/30/2016	10 to 15	TECHNICAL	PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS
	4th Philippine / Transform! Young Leaders Convention	09/18/2015	09/21/2015	30 to 40	MANAGERIAL	
	70th National Philippine Society of Agricultural Engineering Convention	4/26/2021	4/28/2021	10 to 15	TECHNICAL	PHILIPPINE SOCIETY OF AGRICULTURAL ENGINEERS

(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)
	Layout Artist		N/A		Philippine Society of Agricultural Engineers
	Video Editing				
	Leadership				
	Computer Operation				
	Communication				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12-10-2021
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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: 04 October 2017 to present
- Position: Instructor I
- Name of Office/Unit: Department of Agricultural and Biosystems Engineering
- Immediate Supervisor: Engr. Eldon P. de Padua (current)
- Name of Agency/Organization and Location: Visayas State University

- List of Accomplishments and Contributions (if any)
 - PSABE-VSUSC Adviser
 - CET-SSC Adviser
 - College Enrollment Focal Person

- Summary of Actual Duties
 - Prepares and revised teaching materials/guides and submit to the department head.
 - Prepares and gives examinations (mid/final/long/quizzes).
 - Checks test papers and returns to students one week after the examination.
 - Submits grade sheets within the prescribed period to the Registrar through the department.
 - Turns over class records to department heads within two weeks after final examination
 - Makes himself available for consultation by his/her students during scheduled consultation hours.
 - Prepares research/extension proposals.
 - Implements duly approved research/extension projects within time frame.
 - Prepares reports within the prescribed period.
 - Presents research/extension outputs during conferences/fora of legitimate professional organizations.
 - Submits output for possible publication/patenting.
 - Performs administrative functions (if applicable).
 - Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions.
 - Performs other functions assigned by the department head, College Dean, Vice Presidents, and the University President.


FELICIANO L. SINON, JR.

Date: 12-9-2021