

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

	) it use separate sheet if necessary. Indicate N/A			/ 50 / 61	1, CS ID		(Do no	t fill up. For CSC use only
I. PERSONAL INFORMATION 2. SURNAME	BORNIAS							
FIRST NAME	NELITA	NAME EXTENSION (JR., SR)						
MIDDLE NAME	CUYOS				4,500			, 0, 1,
3. DATE OF BIRTH	9/1/1967	16. CITIZENSHIP						
Imm/ddinnai)			☑ Filipino			☐ Dual Citizenship ☐ by birth ☐ by naturalization		
4. PLACE OF BIRTH	Manlilisid Javier, Leyte	If holder of dual citize				Pls. indica	ate country:	anzadori
5. SEX	☐ Male ☑ Female	please indicate the details.			Management of the Contract	and the second second second second	Bankattaannoon oo	
6 CIVIL STATUS	☐ Single ☐ Married ☐ Separated	17. RESIDENTIAL ADDRE	House/Block/Lot No.			Street		
	☐ Other/s:					4-12 4-1-1-1	Guadal	upe
7. HEIGHT (m)	1.42 m 180L1 (43H140M)	Subdivision/Village Baybay		lage	Barangay Leyte			
	CSSA   VES   VSA 142		City/Municipality		lity	in orehio.	ce	
8. WEIGHT (kg)	58.0 kg	ZIP CODE	6521					
9. BLOOD TYPE	"O" AM 99.182.53.4	18. PERMANENT ADDRES	House/Block/Lot No.		Street			
10. GSIS ID NO.	B67T1NPC017			vision/Vill		( columbia )	Guadalupe Barangay	
11. PAG-IBIG ID NO.	1700-0028-4021		Baybay		Leyte			
12. PHILHEALTH NO.	13-000015276-6	ZIP CODE	City/Municipality 6521			Province		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A					
14. TIN NO.	915-327-356	20. MOBILE NO.	0985 331 4212					
15. AGENCY EMPLOYEE NO.	V00660	21. E-MAIL ADDRESS (if a	nelitabo	ornias01	@gmai	il.com.		
II. FAMILY BACKGROUND								
22. SPOUSE'S SURNAME	Bornias		23. NAME		OREN (\	Write full name	DATE OF	BIRTH (mm/dd/yyyy)
FIRST NAME	Ricardo	NAME EXTENSION (JR., SR)	Richienel C. Bornias		3/26/2004		14	
MIDDLE NAME	Bulahan	_IOBI	Renelyn C. Bornias			and the second second	8/24/2009	
OCCUPATION	Utility laborer						0.2.1.20	
EMPLOYER/BUSINESS NAME	OVPREI, VSU							
BUSINESS ADDRESS	N/A							
TELEPHONE NO.	N/A			A TEACH DO NOT BEAUTY OF THE				
24. ATHER'S SURNAME	Cuyos							
FIRST NAME	Cresenciano	Sr.		and the same of th				
MIDDLE NAME	Arcelo					and the second and th	and the second s	No. of the Control of
25. MOTHER'S MAIDEN NAME								
SURNAME	Pepito							
FIRST NAME	Norberta							
MIDDLE NAME	Bughao			(Cor	tinue o	n separate sh	eet if neces	sary)
III. EDUCATIONAL BACKGROUN		PANIO		L peni	<b></b>	HIGHEST		SCHOLARSHIP/
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/C (Write in full)	COURSE		DD OF DANCE To	LEVEL/ UNITS	YEAR GRADU ATED	ACADEMIC HONORS
ELEMENTARY	Manlilisid Elementary School	Primary School		1973	1979	FARNED Graduated	1979	Salutatorian
SECONDARY	Abuyog Academy	Junior High School		1979	1983	Graduated	1983	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A		N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State College of Agriculture (ViSCA)/ VSU	Bachelor of Science in Ag	1985	1992	Graduated	1992	N/A	
GRADUATE STUDIES	Visayas State University (VSU)	Master of Science in Horticulture			N/A	37	N/A	N/A
		on separate sheet if necess						
SIGNATURE	money	DATE	7/1/:	2025		CS FORM	212 (Revise	d 2017), Page 1 of 4

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INCLUSI	te employment.	at sin fi		DEPARTMENT / AGE		E DESCRIPTION DE L'ANGES DE L'ANG	SALARY	STATUS OF	GOV'T SERVIC
(mm/e	dd/yyyy) To	POSITION TITL (Write in full/Do not ab	LE	/ COMPANY (Write in full/Do not abbreviate)		SALARY	/ JOB/ PAY	APPOINTMENT	(Y/N)
		California Bassayah A	!-44	Department of Herticulture		P 22,211.00	CDADE	Contractual	Vae
Feb. 1, 1999	June 30, 2025	Science Research A	SSISTANT	Visayas State U	P 22,211.00	N/A	Contractual	Yes	
Oct. 1, 1993	Jan. 31, 1999	Graduate /Research A	Assistant	Visayas State ( Agriculture - Germ Cooperation	nan Technical	P 4,000.00	N/A	Contractual	OV No SEE
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VI. VOLUNTARY WORK OR INVOLVEMEN	IT IN CIVIC / NON-GO	VERNMENT	/ PEOPLE /	VOLUNTARY OF	RGANIZATIO	N/S	
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS	POSITION / NATURE OF WORK		
N/A slight	N/A	N/A	N/A		N/A		
ON AS	Lavis 287 Lavis 1			78895110 64		So i Have you ever been roand guilty or any     b. Have you been criminally charged befr	
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VII. LEARNING AND DEVELOPMENT (L& Start from the most recent L&D/training program and in					ef/Executive/Mar	agerial positions)	
30. TITLE OF LEARNING AND DEVELOPMENT INT PROGRAMS (	ERVENTIONS/TRAINING Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) From To		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
35th Joint VICARP-RRDEN Regional RDE Syn	nposium	11/30/2023	12/1/2023	16.00	Technical	VSU-ViCARP	
Organic Agriculture Production NCII 2nd Regional Conference of the Society of Agricultural Educators in		and the same	2/16/2020	232.0	Technical	TESDA & Godoy's Organic Land & Diversification Farm School (GOLD Farm) Society of Agricultural Educators in Region 8,	
Region 8, Inc. (SAER 8)	421/2019		8.0	Technical	Inc. (SAER 8), & CHED  Vegetable Industry Council of Southern		
7th National Vegetable Congress 1th PAPTCB Inc. Scientific Convention	If YES, please sp	3/22/2018	7/14/2018	32.0	Technical Scientific	Mindanao (VICSMIN ), Inc. Philippine Association for Plant Tissue Cultur & Biotechnology (PAPTCB), Inc.	
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		(Continue on	separate sheet if	necessary)	1099 222	127 ben els il/libers inemakun/li	
VIII. OTHER INFORMATION	100	NON-ACADEM	IC DISTINCTION	S / RECOGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATION	
31. SPECIAL SKILLS and HOBBIES	32. (Write in full)					(Write in full)  VSU-Administrative Personnel Association	
Propagate Horticultural Crops through		A TOTAL CONTINUES OF PROPERTY OF	(VSU-ADPA)				
Fissue Culture & other means, arranged  Rowers/decorate any occasion	UTA in	28 (11000A 8)		VSU Alumni Association Philippine Association for Tissue Culture as			
iowers/uecolate any occasion	andrias indiffe AM III 1 Easter				Biotechnology (PAPTCB) Society of Agricultural Educators in Region		
	NI JO LINDERANGRAM YTTA Lind and Market Johns of 1887				Inc. (SAER 8)		
	CONTIN		separate sheet in	neressan/l			
SIGNATURE	Non	Engardesia (No. 1) comp	DATE	7/1/2025		CS FORM 212 (Revised 2017), Page 3 of 4	

34. Are you related by consanguinity or affinity to the appoint chief of bureau or office or to the person who has immediately					
Bureau or Department where you will be approinted,	PLANTAGE TO ACCOUNT ACCOUNT OF AC				
<ul><li>a. within the third degree?</li><li>b. within the fourth degree (for Local Government Unit -</li></ul>	☐ YES ☑ NO				
D. Willim the fourth degree (10) Escal Government of the	If YES, give details:				
35. a. Have you ever been found guilty of any administrative	☐ YES ☑ NO				
		If YES, give details:			
b. Have you been criminally charged before any court?		☐ YES ☑ NO If YES, give details:			
	Date Filed:				
		Status of Case/s:			
36. Have you ever been convicted of any crime or violation by any court or tribunal?	☐ YES ☑ NO  If YES, give details:				
37. Have you ever been separated from the service in any or retirement, dropped from the rolls, dismissal, termination out (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 Barangay election)?	☐ YES ☑ NO If YES, give details:				
b. Have you resigned from the government service during election to promote/actively campaign for a national or leading to the control of the	☐ YES ☑ NO If YES, give details:				
39. Have you acquired the status of an immigrant or permanant	☐ YES ☑ NO ☐ NO				
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) 7277); and (c) Solo Parents Welfare Act of 2000 (RA 89	unto reprioritive Avadactor NGN Regional Conference of the Society of Agricultural Educati				
a Are you a member of any indigenous group?	☐ YES ☑ NO If YES, please specify:				
b Are you a person with disability?	☐ YES ☑ NO average affilingted and alternative and alternativ				
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.			
Dr. Gloria E. Bancale	Dept. of Horticulture, VSU	565-0600 local			
Asst. Prof. Roden D. Troyo	Dept. of Horticulture, VSU	565-0600 local			
Dr. Catherine C. Arradaza	Dept. of Horticulture, VSU	565-0600 local			
42. I declare under oath that I have personally accomplishe statement pursuant to the provisions of pertinent law authorize the agency head / authorized representative misrepresentation made in this document and its atta against me.	vs, rules and regulations of the Republic ce to verify/validate the contents stated herei	orrect and complete of the Philippines. I n. I agree that any NELIVA C. BORNIAS			
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)  PLEASE INDICATE ID					
Government Issued ID: ePhilID					
ID/License/Passport No.: PCN:3942-6985-2487-9638	Signature (Sign inside the	ebox)			
Date/Place of Issuance: October 30, 2022	nguarin eggi. Terlematro Holspegi				
THE STORES OF THE PROPERTY OF	Date Accomplished	Right Thumbmark			
SUBSCRIBED AND SWORN to before me this	1 4 JUL 2025, affiant exhibiting his	s/her validly issued government ID as indicated above.			
Inc. (SAER 8)	ATTY. KAREN ABEGAID S. MONTE VSU Director, Legal Affairs and Service	RON :			
	Person Administering Oat	The state of the s			

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#### **WORK EXPERIENCE SHEET**

Instruction: 1. Include only the work experience 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 recent first.
- Duration: January 1, 2018 Present
- Position: Science Research Assistant
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Dr. Gloria E. Bancale/ Prof. Roden D. Troyo
- Name of Agency/Organization and Location: Visayas State University, Brgy. Pangasugan, Baybay City, Leyte
- Duration: July 1, 2015 December 31, 2017
- Position: Science Research Assistant
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Asst. Prof. Roden D. Troyo
- Name of Agency/Organization and Location: Visayas State University, Brgy. Pangasugan, Baybay City, Leyte
- Duration: February 1, 1999 June 30, 2015
- Position: Science Research Assistant
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Prof. Elizabeth D. Briones
- Name of Agency/Organization and Location: Visayas State University, Brgy. Pangasugan, Baybay City, Leyte

#### List of Accomplishments and Contributions (if any)

 Attended trainings, conferences, workshop, symposium for research and extension.

#### **Summary of Actual Duties**

- Responsible for the implementation, facilitation, preparation, submission and presentation of research outputs.
- Assist in the propagation and selling of ornamental plants and flowers, stage decoration/indoor landscaping.
- Take charge for the collection, remittance and submission of monthly financial reports of ornamental project and maintain efficient filling of records.
- Assist in the maintenance of ornamental Tissue Culture Laboratory and nursery.
- Supervise summer practicum students.
- Supervise laborers, and
- Does other project related tasks assigned by the Supervisor.
- Duration: October 1, 1993 January 31, 1999
- Position: Graduate/Research Assistant
- Name of Office/Unit: Department of Horticulture, Visayas State College of Agriculture – German Technical Cooperation (GTZ)
- Immediate Supervisor: Prof. Elizabeth D. Briones
- Name of Agency/Organization and Location: Visayas State College of Agriculture, Visca, Baybay Leyte.

#### List of Accomplishments and Contributions (if any)

 Attended trainings, lectures, conferences, workshop, symposium for research and extension.

### **Summary of Actual Duties**

- Take charge for the mass propagation of different flowering ornamentals/ orchids through tissue and embryo culture, and maintain the cleanliness of Tissue Culture Laboratory.
- Assist in the preparation of training materials for demonstration (hands on)
  of participants on different trainings/seminars on propagation, care and
  maintenance, and marketing of different ornamentals and flower

arrangement.

- Assist in the distribution of planting materials to farmers cooperator.
- Assist in the beautification/cleanliness of Garden show area, selling/marketing of ornamentals during ViSCA Anniversary.
- Assist stage decoration as requested.
- Submit monthly reports of accomplishments
- Supervised laborers
- Perform other related tasks assigned by the Supervisor.

# NELITA C. BORNIAS

(Signature over Printed Name of Employee/Applicant)

Date: 7/1/2025