

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	GAMOTIN		
FIRST NAME	GRACIELLE DAWN	NAME EXTENSION (JR, SR) None	
MIDDLE NAME	LIONG		
3. DATE OF BIRTH (mm/dd/yyyy)	03/10/1994	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	CEBU CITY, CEBU	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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	M.H Del Pilar Street House/Block/Lot No. Street Zone 5 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province 6521
7. HEIGHT (m)	1.52	18. PERMANENT ADDRESS	M.H Del Pilar Street House/Block/Lot No. Street Zone 5 Subdivision/Village Barangay Baybay City Leyte City/Municipality Province 6521
8. WEIGHT (kg)	50	19. TELEPHONE NO.	(053) 563- 7004
9. BLOOD TYPE	A	20. MOBILE NO.	09383232825
10. GSIS ID NO.	None	21. E-MAIL ADDRESS (if any)	gracielle.gamotin@gmail.com
11. PAG-IBIG ID NO.	None		
12. PHILHEALTH NO.	13-025381247-9		
13. SSS NO.	None		
14. TIN NO.	473-319-934		
15. AGENCY EMPLOYEE NO.	None		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NA	NA
MIDDLE NAME	NA	NA	NA
OCCUPATION	NA	NA	NA
EMPLOYER/BUSINESS NAME	NA	NA	NA
BUSINESS ADDRESS	NA	NA	NA
TELEPHONE NO.	NA	NA	NA
24. FATHER'S SURNAME	NA	NA	NA
FIRST NAME	NA	NA	NA
MIDDLE NAME	NA	NA	NA
25. MOTHER'S MAIDEN NAME	NA	NA	NA
SURNAME	GAMOTIN	NA	NA
FIRST NAME	ROSEMARIE	NA	NA
MIDDLE NAME	LIONG		

(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	VISCA Foundation Elementary School	BASIC EDUCATION	1999	2007	Graduated	2007	None
SECONDARY	VSU Laboratory High School	SECONDARY EDUCATION	2007	2011	Graduated	2011	with Honors
VOCATIONAL / TRADE COURSE	NA	N/A					NA
COLLEGE	Visayas State University	Bachelor of Science in Agribusiness Management	2011	2015	Graduated	2015	Cum Laude
GRADUATE STUDIES	University of the Philippines-Los Baños	Master of Management of Agribusiness Management and Entrepreneurship	2016	2019	Graduated	2019	CHED K-12 scholar

(Continue on separate sheet if necessary)

SIGNATURE

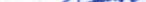
DATE

06 / 24 / 2022

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	Honor Graduate Eligibility	NA			100108150359	04/22/15
	Licensure Exam For Agriculturists	82.8	01/06/2015	Tacloban City	0021682	03/10/2018

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

[illegible]

SIGNATURE		DATE	06/24/2022	CS FORM 212 (Revised 2017), Page 2 of 4
-----------	---	------	------------	---

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		
None				

(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			
Experience it, Learn it, Use it	01/06/2021	01/06/2021	1 hour	Technical	National Geographic Learning
Creating and Maintaining Social Enterprises	12/10/2020	12/10/2020	1 hour	Technical	British Council
Lessons learned from online teaching- An institutional perspective	12/09/2020	12/09/2020	1 hour	Technical	National Geographic Learning
Economic and Financial Literacy Week	12/03/2020	12/03/2020	4 hours	Technical	National Economic and Development Authority
ISO 9001: 2015 awareness/ re-awareness webinar	11/27/2020	11/27/2020	5 hours	Technical	Quality Assurance Center, Visayas State University
Writing a Questionnaire	11/26/2020	11/26/2020	1 hour	Technical	National Geographic Learning
7 Steps Towards Creativity in the Classroom	11/24/2020	11/24/2020	1 hour	Technical	National Geographic Learning
PCIEERD 3rd Young innovators Program Forum	11/20/2020	11/20/2020	3 hours	Technical	Philippine Council for Industry, Energy and Emerging Technology Research
Supporting Student Engagement in Academic Literacy in Content Areas	11/19/2020	11/19/2020	1 hour	Technical	National Geographic Learning
Moving FWD: Firing Up a Tech Start-up	11/16/2020	11/16/2020	5 hours	Technical	Philippine Council for Industry, Energy and Emerging Technology Research
CME VISERDAC Training Series: Developing Fundable Research Proposals	11/13/2020	11/13/2020	2 hours	Technical	College of Management and Economics, Visayas State University
Pathways to Exam success	11/10/2020	11/10/2020	1 hour	Technical	College of Management and Economics, Visayas State University
1st EATA- NABEA KITRI Biannual International Conference and Research Symposium	10/30/2020	10/31/2020	10 hours	Technical	East Asian Trade Association and Korea International Trade Research
Teach English Now! Foundational Principles	07/22/2020	08/22/2020	12 hours	Technical	Arizona State University
OBE- Syllabus and TOS preparation and review	12/19/2019	12/19/2019	3 hours	Technical	Department of Business and Management
National Youth Conference on Climate Change Adaptation and Mitigation, Disaster Risk Reduction and Resilience	11/20/2019	11/22/2019	20 hours	Managerial	Regional Climate Change Research and Development Center
Regional Forum on Economic and Financial Literacy	11/12/2019	11/12/2019	4 hours	Technical	National Economic and Development Authority
Stock 101: A Guide for First-time investors in the Philippine Stock Market	11/08/2019	11/08/2019	4 hours	Technical	Department of Business and Management
PCAARRD-SERDAC Seminar series on Socio-economic researches in Agriculture, Aquatic and Natural resources	10/04/2019	10/04/2019	8 hours	Technical	Philippine Council for Agriculture, Aquatic and Natural Resources
Case teaching Seminar	06/22/2017	06/22/2017	8 hours	Managerial	Department of Business and Management

(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)
Playing badminton	None	Singles-for-Christ (SFC)
Baking		Philippine Agriculture and Economic Development Association
		R8 CHED SGS-LSA
		International food and agribusiness management association

(Continue on separate sheet if necessary)

SIGNATURE		DATE	06/22/2022	CS FORM 212 (Revised 2017), Page 3 of 4
-----------	---	------	------------	---

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)?

☐ YES ☒ NO
☐ YES ☒ 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?

☐ YES ☒ NO
If YES, give details: _____
☐ YES ☒ 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?

☐ YES ☒ 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?

☒ YES ☐ NO
If YES, give details: End of contract because the project was finished.

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?

☐ YES ☒ NO
If YES, give details: _____
☐ YES ☒ NO
If YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES ☒ 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?

☐ YES ☒ NO
If YES, please specify: _____
☐ YES ☒ NO
If YES, please specify ID No: _____
☐ YES ☒ NO
If YES, please specify ID No: _____

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Analita A. Salabao	Kilbourne Drive, VSU, Baybay City, Leyte	563- 7385
Angelita A. Paradero	Ilang-Ilang Dorm, VSU, Baybay City, Leyte	9352696760
Nilda Amestoso	Kilbourne Drive, VSU, Baybay City, Leyte	9558639019

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.

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: BIR

ID/License/Passport No.: 473-319-934

Date/Place of Issuance: 08-18-15

Graciele Dawn L. Gamotin

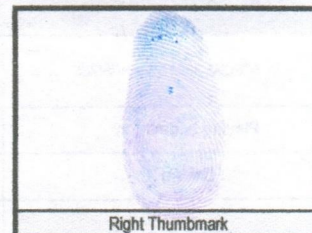
Signature (Sign inside the box)

06/22/2022

Date Accomplished



GRACIELE DAWN L. GAMOTIN



Right Thumbmark

SUBSCRIBED AND SWORN to before me this

01 JUL 2022

affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN L. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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			
Scale development for research	03/17/2022	03/19/2022	9 hours	Technical	PRODEV project training center
Qualitative data analysis	03/3/2022	03/5/2022	9 hours	Technical	PRODEV project training center
Applying geographic thinking skills with your learners	03/05/2022	03/05/2022	1 hour	Supervisory	National geographic
Interactive strategies for online and distance learning	02/26/2022	02/26/2022	9 hours	Technical	PRODEV project training center
Essentials of Entrepreneurship	01/09/2022	02/09/2022	16 hours	Technical	Coursera
Project management: The basics for success	01/09/2022	02/09/2022	16 hours	Technical	Coursera
Work smarter, not harder: Time management for personal and professional productivity	01/09/2022	02/09/2022	16 hours	Managerial	Coursera
iLEAP Plus: Introduction to Patents, Utility models, and industrial designs	02/22/2022	02/22/2022	3 hours	Technical	Intellectual property office of the Philippines
Developing a National Geographic Explorer Mindset with your learners	02/10/2022	02/10/2022	1 hour	Technical	National Geographic
GAME 2021: Breaking the mold. Agribusiness and Entrepreneurship amid disruptive forces	11/18/2021	11/19/2021	15 hours	Technical	University of the Philippines, Los Banos, Laguna
Rising above the crisis through accelerating Philipines Digital Transformation	10/13/2021	10/13/2021	3 hours	Technical	Visayas Socio-Economic Research and Data Analytics Center
Academic writing that is scaffolded, relatable and easy to teach	09/30/2021	07/30/2021	1 hour	Technical	National Geographic Learning
Heart2speak lite:A strengths-based approach on dealing with challenges in life and work	09/21/2021	09/21/2021	3 hours	Managerial	Office of the Chief of University Services for Health, Emergency and Rescue, VSU
Keeping it real- 5 tips for teaching reading	09/02/2021	07/02/2021	1 hour	Technical	National Geographic Learning
VSU Faculty Onboarding	08/16/2021	06/18/2021	15 hours	Technical	Visayas State University
26th IAGBT-KITRI biannual international conference and research symposium	07/22/2021	07/24/2021	15 hours	Technical	International Academy of Global Business and Trade (IAGBT) and Korea International Trade Research Institute (KITRI)
Root system architecture and root and tuber crop productivity: Novel insights from the sweet potato	06/25/2021	06/25/2021	3 hours	Technical	Philippine Root Crop Research and Training center and the Office of the Director for Innovation
PAEDA 1st international conference and 51st national convention	06/3/2021	06/4/2021	10 hours	Technical	Philippine Agriculture and Economic Development Association
Writing Review of Related Literature and Constructing your research framework	05/14/2021	05/14/2021	4 hours	Technical	PAGKALINGA in collaboration with the Philippine Association of Research Managers
2nd EATA-NABEA-KITRI biannual international conference and research symposium	04/23/2021	04/24/2021	10 hours	Technical	East Asian Trade Association (EATA) and Korea International Trade Research Institute (KITRI)

Rebuilding the Economy from the COVID-19 pandemic: The role of SUCs and HEIs	03/05/2021	03/05/2021	1 hour	Managerial	College of Management and Economics, VSU
3,4,5-GOI Preparing very young learners for school	03/3/2021	03/3/2021	1 hour	Technical	National Geographic Learning
Social Entrepreneurship	02/27/2021	02/27/2021	2 hours	Technical	Department of Business and Management, VSU
Investing 101: The stock market	02/25/2021	02/25/2021	2 hours	Technical	Department of Business and Management, VSU
25th IAGBT-KITRI Biannual International Conference and Research symposium	01/21/2021	01/23/2021	15 hours	Technical	International Academy of Global Business and Trade and Korea International Trade Research Institute

WORK EXPERIENCE SHEET

Position Applied: Instructor I

- Duration: August 2019- Present
- Position: Instructor I
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Nilda T. Amestoso
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte

- Summary of Actual Duties
 - Teach courses assigned
 - Work with students who are studying for a degree or a certificate or certification or are taking classes to improve their knowledge or career skills
 - Develop an instructional plan for the courses taught and ensure that it meets college and department standards
 - Plan lessons and assignments
 - Assess students' progress by grading papers, tests, and other work

Position Applied: Research Assistant

- Duration: January to June 2016
- Position: Research Assistant
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Analita A. Salabao
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Made a commercialization plan for the MCM herbal dewormer
 - Facilitated for farmer association seminars

- Summary of Actual Duties
 - Do a commercialization plan for the project
 - Help facilitate goat farmer associations' seminars
 - Facilitate the MCM commercialization Forum

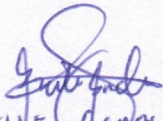
Position Applied: Research Enumerator

- Duration: October to December 2015
- Position: Research Enumerator
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Elvira E. Ongy
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte

- Summary of Actual Duties
 - Attend project meetings
 - Analyze survey results

Position Applied: Part-time Instructor

- Duration: June to December 2015
- Position: Part-time Instructor
- Name of Office/ Unit: Department of Business and Management
- Immediate supervisor: Nilda T. Amestoso
- Name of Agency/ Organization and
- Location: Visayas State University, Baybay City, Leyte
- Summary of Actual Duties
 - Teach courses assigned
 - Work with students who are studying for a degree or a certificate or certification or are taking classes to improve their knowledge or career skills
 - Develop an instructional plan for the courses taught and ensure that it meets college and department standards
 - Plan lessons and assignments
 - Assess students' progress by grading papers, tests, and other work


GRACIELE GERONIMO

(Signature over Printed Name
of Employee/Applicant)

Date: 06/22/2022