

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	MERCURIO		
FIRST NAME	MARTIN JAN	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	ENOLVA		
3. DATE OF BIRTH (mm/dd/yyyy)	12/22/1989	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	MAYAMOT, ANTIPOLLO, RIZAL	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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:	17. RESIDENTIAL ADDRESS	Purok 2 N/A House/Block/Lot No. Street N/A Linao Subdivision/Village Barangay Inopacan Leyte City/Municipality Province
7. HEIGHT (m)	1.705	ZIP CODE	6522
8. WEIGHT (kg)	68		
9. BLOOD TYPE	B	18. PERMANENT ADDRESS	Purok 2 N/A House/Block/Lot No. Street N/A Linao Subdivision/Village Barangay Inopacan Leyte City/Municipality Province
10. GSIS ID NO.	2005056954	ZIP CODE	6522
11. PAG-IBIG ID NO.	916337614272		
12. PHILHEALTH NO.	1300-0122-0668		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	318-233-996	20. MOBILE NO.	+63 968 569 1176
15. AGENCY EMPLOYEE NO.	V00916	21. E-MAIL ADDRESS (if any)	mrtnmercurio22@gmail.com

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	MERCURIO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RUBY	NAME EXTENSION (JR., SR) N/A	AMIA MELINDA HERMOSO MERCURIO 6/29/2014
MIDDLE NAME	HERMOSO		AMIO MARTINO HERMOSO MERCURIO 11/27/2016
OCCUPATION	SECONDARY SCHOOL TEACHER		
EMPLOYER/BUSINESS NAME	DEPARTMENT OF EDUCATION		
BUSINESS ADDRESS	INOPACAN, LEYTE		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	MERCURIO		
FIRST NAME	MANOLO	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	JUMAWAN		
25. MOTHER'S MAIDEN NAME			
SURNAME	ENOLVA		
FIRST NAME	CECILIA		
MIDDLE NAME	POLISTICO		

(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	Baybay North Central School	Primary Education	1999	2002	Graduated	2002	N/A
SECONDARY	Leyte State University - Laboratory High School	Secondary Education	2002	2006	Graduated	2006	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State University	Bachelor of Science in Geodetic Engineering	2006	2012	Graduated	2012	N/A
GRADUATE STUDIES	University of the Philippines Diliman	MS Geomatics Engineering	2018	2020	Graduated	2020	DOST-ERDT

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 5, 2025	CS FORM 212 (Revised 2017), Page 1 of 4
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IV. CIVIL SERVICE ELIGIBILITY					
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
	GEODETIC ENGINEERS' LICENSURE EXAMINATION	79.00%	SEPTEMBER 4-5, 2012	Manila, Philippines	8960      12/22/2019
	Non-Professional Drivers License				

(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.								
28.	INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/ N)
	From	To						
	01/01/2025	Present	Instructor III	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	37,024.00	14-1	Permanent	Y
	04/22/2024	12/31/2023	Instructor III	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	35,434.00	14-1	Permanent	Y
	01/01/2024	4/21/2024	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	29,449.00	12-2	Permanent	Y
	01/01/2023	12/31/2023	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	29,449.00	12-2	Permanent	Y
	06/03/2022		Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	27,892.00	12-2	Permanent	Y
	01/01/2022		Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	27,892.00	12-2	Temporary	Y
	08/13/2021		Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	26,336.00	12-2	Temporary	Y
	08/01/2021	07/31/2022	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	26,052.00	12-1	Temporary	Y
	01/01/2021		Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	26,052.00	12-1	Temporary	Y
	07/30/2020	07/31/2021	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	24,495.00	12-1	Temporary	Y
	01/01/2020	07/29/2020	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	24,495.00	12-1	Temporary	Y
	08/01/2019	12/31/2019	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	22,938.00	12-1	Temporary	Y
	01/01/2019	07/31/2019	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	22,938.00	12-1	Contractual	Y
	08/01/2018	07/31/2019	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	22,149.00	12-1	Contractual	Y
	01/01/2018	07/31/2018	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	22,149.00	12-1	Contractual	Y
	08/01/2017	12/31/2017	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	21,387.00	12-1	Contractual	Y
	01/01/2017	07/31/2017	Instructor I	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	21,387.00	12-1	Contractual	Y
	08/02/2016	12/31/2016	Instructor	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	20,651.00	12-1	Contractual	Y
	06/16/2014	05/31/2016	PART-TIME INSTRUCTOR	DEPARTMENT OF GEODETIC ENGINEERING, VISAYAS STATE UNIVERSITY	10000.00	12-1	Job Order	Y
	10/15/2012	06/15/2014	GEODETIC ENGINEER/SURVEYOR	JC BENCURE SURVEYING OFFICE	8000.00	N/A	REGULAR	N

(Continue on separate sheet if necessary)



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	N/A	N/A	N/A	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 tasks 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			
	48th Annual Geodetic Engineers of the Philippines, Inc. Regional Convention	2/2/2024	2/3/2024	12.0	TECHNICAL PRESENTATION	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VIII
	PhilGEOS x GeoAdvances 2023	12/5/2023	12/6/2023	12.0	TECHNICAL PRESENTATION	Department of Geodetic Engineering, University of the Philippines Diliman
	Training Workshop on Plotting and Topographic Map Preparation with Civil 3d and Google Earth (Beginner's Level)	9/1/2023	9/1/2023	8.0	TECHNICAL PRESENTATION	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VIII
	47th Annual Geodetic Engineers of the Philippines, Inc. Regional Convention	4/21/2023	4/22/2023	12.0	TECHNICAL PRESENTATION	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VIII
	GNSS Data Processing for High-Accuracy Positioning using Low-Cost Receiver Systems	1/19/2021	1/21/2021	18.0	TECHNICAL	ICG, UNOOSA & CSIS, THE UNIVERSITY OF TOKYO
	Technical Seminar on Reference Frames in Practice: Progress and Challenges in the Asia-Pacific Region	12/10/2020	12/10/2020	2.0	TECHNICAL	FIG
	PhilGEOS x GeoAdvances 2019	11/14/2019	11/15/2019	16.0	Technical, Poster Presentation	Department of Geodetic Engineering, University of the Philippines Diliman
	RESPONSIBLE AUTHORSHIP AND WRITING ETHICS FOR RESEARCH AND PUBLICATION	8/5/2019	8/5/2019	8.0	TECHNICAL PRESENTATION	UNIVERSITY OF THE PHILIPPINES DILIMAN
	14TH GEOMATICS STUDENT PROJECT COLLOQUIUM	03/25/2019	03/25/2019	1.0	TECHNICAL PRESENTATION	UNIVERSITY OF THE PHILIPPINES DILIMAN
	GEOID MODELING TRAINING	11/11/2018	11/16/2018	40.0	TECHNICAL	DEPARTMENT OF GEODETIC ENGINEERING, UNIVERSITY OF THE PHILIPPINES DILIMAN
	GRAVITY FIELD MODELLING, GEODESY AND GRAVIMETRY	10/15/2018	10/19/2018	40.0	TECHNICAL	DEPARTMENT OF GEODETIC ENGINEERING, UNIVERSITY OF THE PHILIPPINES DILIMAN
	15TH DOST-ERDT CONFERENCE AND 11TH AUN/SEED-NET REGIONAL CONFERENCE ON ENERGY ENGINEERING	09/27/2018	09/28/2018	16.0	TECHNICAL	DEPARTMENT OF SCIENCE AND TECHNOLOGY, UNIVERSITY OF THE PHILIPPINES
	44TH NATIONAL DIRECTORATE MEETING AND CONVENTION	6/7/2018	6/9/2018	24.0	TECHNICAL	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED
	34TH GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED VISAYAS AREA ASSEMBLY	11/10/2017	11/11/2017	16.0	TECHNICAL	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VIII
	BASIC GEOGRAPHIC INFORMATION SYSTEM TRAINING FOR LOCAL GOVERNMENT UNITS	4/3/2017	4/7/2017	10.0	TECHNICAL	VISAYAS STATE UNIVERSITY - PHIL-LIDAR 2
	VISAYAS STATE UNIVERSITY FACULTY ASSOCIATION ORIENTATION SEMINAR FOR NEW MEMBERS	3/8/2017	3/8/2017	3.0	ORIENTATION	VISAYAS STATE UNIVERSITY FACULTY ASSOCIATION
	33RD GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED VISAYAS AREA ASSEMBLY	11/4/2016	11/5/2016	16.0	TECHNICAL	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VII
	RESEARCH, DEVELOPMENT AND EXTENSION IN-HOUSE REVIEW AND PLANNING WORKSHOP	9/3/2016	9/3/2016	8.0	TECHNICAL	COLLEGE OF ENGINEERING, VISAYAS STATE UNIVERSITY
	COLLEGE OF ENGINEERING QUANTUM GEOGRAPHIC INFORMATION SYSTEM TRAINING-WORKSHOP	6/6/2016	6/8/2016	4.0	TECHNICAL	COLLEGE OF ENGINEERING, VISAYAS STATE UNIVERSITY
	32ND GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED VISAYAS AREA ASSEMBLY	11/6/2015	11/7/2015	16.0	TECHNICAL	GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED REGION VI
	OUTCOMES-BASED EDUCATION WORKSHOP	5/28/2015	6/5/2015	32.0	TECHNICAL	COLLEGE OF ENGINEERING, 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)
	Global Navigation Satellite System (GNSS)		N/A		GEODETC ENGINEERS OF THE PHILIPPINES, INCORPORATED
	Geographic Information System (GIS)				VISAYAS STATE UNIVERSITY ALUMNI ASSOCIATION
	Remote Sensing (RS)				VISAYAS STATE UNIVERSITY FACULTY ASSOCIATION
	Land surveying				
	Python Programming				
	Playing drums				
	Skateboarding				

(Continue on separate sheet if necessary)



<p>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,</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>
<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 checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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>
<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 checked="" type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: center;"><u>RESIGNATION: JC BENCURE SURVEYING</u></p>
<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> <p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES      <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>
<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 items:</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>

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

NAME	ADDRESS	TEL. NO.
JANNET C. BENCURE	VISAYAS STATE UNIVERSITY, BAYBAY CITY	N/A
CZAR JAKIRI S. SARMIENTO	UP DILIMAN, QUEZON CITY	N/A
ROSALIE B. REYES	UP DILIMAN, QUEZON CITY	N/A

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: **UMID**

ID/License/Passport No.: **CRN-021-1819-5419-7**

Date/Place of Issuance: **March 2017/Maasin City, So. Leyte**



Signature (Sign inside the box)

**June 5, 2025**

Date Accomplished



PHOTO  
w/ printed name & signature



Right Thumbmark

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_, affiant exhibiting his/her validly issued government ID as indicated above.

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 2, 2016 - Present
- Position: Instructor I
- Name of Office/Unit: Department of Geodetic Engineering-Visayas State University
- Immediate Supervisor: Dr. Jannet C. Bencure
- Name of Agency/Organization and Location: Department of Geodetic Engineering-Visayas State University, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Revised course syllabi
- Created a course syllabi
- Conducted research study and extension services
- Conducted training organized by the department
- Conducted classes, quizzes, long exams, term exams, and practical exams
- Computed and submitted students' grades
- Attended training and seminars relevant to the field of specialization
- Adapted and applied flexible learning methods in the delivery of instructions

- Summary of Actual Duties

- The faculty is responsible for conducting classes, quizzes, long exams, term exams, and practical exams in a flexible learning setup. He regularly checks and revises course syllabi as needed prepares the table of specifications for the examination to be given and submits the students' midterm and final grades. He also conducts and participates in department research. The faculty also prepares minutes of department meetings.

- Duration: June 16, 2014 – May 31, 2016
- Position: Part-time Instructor
- Name of Office/Unit: Department of Geodetic Engineering-Visayas State University
- Immediate Supervisor: Engr. Florentino F. Morales, Jr.
- Name of Agency/Organization and Location: Department of Geodetic Engineering-Visayas State University, Baybay City, Leyte


- List of Accomplishments and Contributions (if any)

- Revised a course syllabus and made the table of specifications
- Conducted classes, quizzes, long exams, term exams, and practical exams
- Submitted midterm and final grades of the students
- Conducted pieces of training

- Summary of Actual Duties

- Responsible for conducting classes, quizzes, long exams, term exams, and practical exams, revising course syllabi and table of specifications, and submitting midterm and final grades of students.

- Duration: November 2011 – February 2012
- Position: On-the-Job Trainee
- Name of Office/Unit: Certeza Infosys Corporation
- Immediate Supervisor: Arthur Abrantes
- Name of Agency/Organization and Location: Certeza Infosys Corporation, Ortigas Ave., San Juan City, Manila
  
- List of Accomplishments and Contributions (if any)
  - Conducted parcellary survey
  - Conducted GPS observation
  - Prepared sketch plans
  - Prepared documents for submission of surveys
  
- Summary of Actual Duties
  - Responsible for the plotting and interpretation of parcellary data and encoding such into a database, data gathering during actual field survey. The Individual is assigned as an instrument man and data recorder for the survey team. Also responsible for gathering necessary documents for land survey.

  
MARTIN JAN E. MERCURIO  
(Signature over Printed Name  
of Employee/Applicant)

Date: April 29, 2024