

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	TAN		
FIRST NAME	GIDEON NIEL		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	DIAMANTE		
3. DATE OF BIRTH (mm/dd/yyyy)	12/21/1992	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	BAYBAY, LEYTE	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		Philippines
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	91 KILBOURNE House/Block/Lot No. Street VSU PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.7	ZIP CODE	6521
8. WEIGHT (kg)	60		
9. BLOOD TYPE	B+	18. PERMANENT ADDRESS	91 KILBOURNE House/Block/Lot No. Street VSU PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.		ZIP CODE	
11. PAG-IBIG ID NO.	121238179005		
12. PHILHEALTH NO.	13-025158739-7		
13. SSS NO.	N/A	19. TELEPHONE NO.	(053) 563-7388
14. TIN NO.	485-229-058	20. MOBILE NO.	0908 988 1869
15. AGENCY EMPLOYEE NO.	V01104	21. E-MAIL ADDRESS (if any)	gideonniel.tan@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	TAN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ZORABABEL	NAME EXTENSION (JR., SR) N/A	ALTHEA FREYDEL S. TAN	07/29/2019
MIDDLE NAME	SUETAS			
OCCUPATION	housewife			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	TAN			
FIRST NAME	DANIEL LESLIE	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	SUEDE			
25. MOTHER'S MAIDEN NAME	JULIE COSICO DIAMANTE			
SURNAME	TAN			
FIRST NAME	JULIE			
MIDDLE NAME	DIAMANTE		(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	ELEMENTARY	1997	2003	Graduated	2003	N/A
SECONDARY	VISAYAS STATE UNIVERSITY - LABORATORY HIGH SCHOOL	HIGH SCHOOL	2003	2009	Graduated	2009	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY-MAIN	BS in Agribusiness	2009	2013	Graduated	2013	N/A
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES - LOS BANOS	Master of Management in Agribusiness Management and Entrepreneurship	2016	2018	Graduated	2019	CHED k12

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
	DRIVER'S LICENSE	N/A	Dec 1, 2022	BAYBAY CITY, LEYTE	H12-12-002130	Dec 1, 2022
	CAREER SERVICE PROFESSIONAL ELIGIBILITY	85.54	MAY 19, 2014	KAPANGIAN CENTRAL SCHOOL, TACLOBAN CITY	13-125845	May 19, 2014

(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						
	01/03/2020	present	Instructor I	VISAYAS STATE UNIVERSITY	24,495	SG 12, Step 1	Temporary	Y
	01/10/2019	12/31/2019	Instructor (Substitute)	VISAYAS STATE UNIVERSITY	22,938		Temporary	Y
	08/10/2018	12/31/2018	Instructor (Substitute)	VISAYAS STATE UNIVERSITY	22,149		Temporary	Y
	02/01/2014	05/31/2016	SCIENCE RESEARCH ASSISTANT	VISAYAS STATE UNIVERSITY	20,000		CONTRACTUAL	N
	12/01/2013	1/31/2014	SCIENCE RESEARCH ASSISTANT	VISAYAS STATE UNIVERSITY	11,000		CONTRACTUAL	Y
	09/01/2013	9/14/2013	ENUMERATOR	DAR	7,000		CONTRACTUAL	Y
	07/01/2013	7/31/2013	PROJECT SUPPORT STAFF	ATI-8	5,000		CONTRACTUAL	Y

(Continue on separate sheet if necessary)

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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		
	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			
	Resource Speaker. Agribusiness Masterclass II	28/09/2023	29/09/2023	4.0	Technical	Visayas Consortium for Agriculture, Aquatic and Natural Resource Program
	Attendee. Orientation on the Harmonized Client Satisfaction Measurement	21/09/2023	21/09/2023	4.0	Technical	ARTA
	Trainee. Internal Quality Audit Training	14/08/2023	15/08/2023	16.0	Technical	AGF Consulting Group
	Paper Presenter in the Philippine Economic Society - Visayas Regional Forum with the theme "Sustaining Inclusive Pathways for Innovation and Growth in the Visayas"	10/10/2023	10/10/2023	4.0	Technical	Philippine Economic Society and Visayas State University
	Participant in the 16th UP Mindanao Supply Chain Management Forum	17/03/2023	17/03/2023	4.0	Technical	University of the Philippines - Mindanao
	Paper presenter in the Economy and Environment Group (EEG) 2nd National Conference	22/03/2023	24/03/2023	24.0	Technical	Economy and Environment Group Philippines
	Participant in the webinar "Get it Right, Get it Done! Tips in Writing in a Social Science Academic Journal"	12/05/2023	12/05/2023	4.0	Technical	Socio-Economic Research and Data Analytics Center- University of the Philippines Visayas
	Participant in the Gender and Agriculture in a Changing Climate Southeast Asia Regional Workshop	12/06/2022	12/08/2022	24.0	Technical	Consultative Group for International Agricultural Research (CGIAR)-Plant Health Initiative and ASEAN FAW Action Plan
	Participant in the Training Workshop on Risk Assessment	11/24/2022	11/25/2022	16.0	Technical	Visayas State University
	Poster presenter at the 2022 International Agriculture Conference (TropAg 2022)	10/31/2022	11/02/2022	16.0	Technical	University of Queensland
	Paper presenter at the 2022 Innovation for Resilient Agriculture Agricultural International Conference	10/19/2022	10/20/2022	16.0	Technical	Chiang Mai University
	Participant in Basic Video Editing Course	03/08/2022	03/09/2022	16.0	Technical	Visayas Socio-Economic Research and Data Analytics Center - Visayas State University
	PRESENTER and PARTICIPANT. 2021 Virtual ISSAS National Scientific Congress	16/12/2021	17/12/2021	16.0	technical	University of the Philippines Los Baños - International Society for Southeast Asian Agricultural Sciences
	PRESENTER and PARTICIPANT. GAME 2021: Breaking the Mold Agribusiness and Entrepreneurship Amid Disruptive Forces	18/11/2021	19/11/2021	16.0	technical	Department of Agribusiness Management and Entrepreneurship, College of Economics and Management, University of the Philippines - Los Baños
	ATTENDED. Corrective Action Reporting	29/07/2021	29/07/2021	8.0	technical	AGF Consulting Group
	ATTENDED. DBM Region VIII Customer Satisfaction Survey Online Orientation for Administrative Officers and Liaison Officer	17/06/2021	17/06/2021	8.0	technical	Department of Budget and Management - Regional Office No 8
	ATTENDED. PAEDA 1st International Conference and 3rd National Convention with the theme "Building Resiliency through Agricultural, Aquatic, and Natural Resource (AANR) Innovations in the Time of Pandemic and Beyond"	06/03/2021	06/04/2021	16.0	Technical	Philippines Agriculture and Economic Development Association
	PARTICIPANT. Control your Records Before They Control You: The Basics of Records Management and Records Control	01/27/2021	01/27/2021	8.0	Technical	Department of Science of Technology - Science and Technology Information Institute (DOST-STII)
	PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Non-parametric Analysis using SPSS	30/04/2021	30/04/2021	3.0	Technical	Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University
	PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Non-parametric Analysis using SPSS	30/04/2021	30/04/2021	3.0	Technical	Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University
	PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Correlation Analysis using SPSS	03/05/2021	03/05/2021	3.0	Technical	Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University
	ATTENDED. Quality Customer Relations	19/01/2021	20/01/2021	16.0	Technical	TUV Rheinland Philippines, Inc.
	PARTICIPANT. 25th IAGBT-KITRI Biannual International Conference and Research Symposium	21/01/2021	23/01/2021	24.0	Technical	International Academy of Global Business and Trade (IAGBT), and Korea International Trade Research Institute (KITRI)
	PAPER PRESENTER. Economy and Environment Group Philippines Conference 2020 with the theme, "Health, Environment and Economic Development: the Road to Recovery and Resilience (HEED the 3Rs)"	11/19/2020	11/20/2020	16.0	Technical	Resource and Environmental Economics foundation of the Philippines Inc, Economy and Environment Group Philippines
	PARTICIPANT. 1st EATA-NABEA-KITRI Biannual International Conference and Research Symposium	10/30/2020	10/31/2020	16.0	Technical	East Asian Trade Association (EATA) and Korea International Trade Research Institute
	PAPER PRESENTER. 2nd International Conference on Poverty Alleviation and Sustainable Development	10/21/2020	10/23/2020	24.0	Technical	Samar State University
	PARTICIPANT. Agribusiness Master Class (Module 3)	7/21/2020	9/25/2020	40.0	Technical	DOST-PCAARRD, Australian Centre for International Agricultural Research (ACIAR), and Commonwealth Scientific and Industrial Research Organisation (CSIRO)
	PARTICIPANT. Agribusiness Master Class (Module 2)	2/24/2020	2/28/2020	40.0	Technical	DOST-PCAARRD, Australian Centre for International Agricultural Research (ACIAR), and Commonwealth Scientific and Industrial Research Organisation (CSIRO)
	PARTICIPANT. Training Workshop on Using Open Data Kit (ODK) for Good Agricultural Practices	12/17/2019	12/17/2019	8.0	Technical	Visayas Socio-Economic Research and Data Analytics Center, VSU-main
	PARTICIPANT. Agribusiness Master Class (Module 1)	11/25/2019	11/29/2019	40.0	Technical	DOST-PCAARRD, Australian Centre for International Agricultural Research (ACIAR), and Commonwealth Scientific and Industrial Research Organisation (CSIRO)
	PARTICIPANT. Stock 101: A Guide to First-time Investors in the Philippine Stock Market	11/08/2019	11/08/2019	4.0	Technical	Department of Business and Management (DBM), Visayas State University
	EVALUATOR. Research Centers' Proposal Presentation and Evaluation	10/25/2019	10/25/2019	8.0	Evaluate	Southern Leyte State University, Sogod, Southern Leyte
	RESOURCE SPEAKER. Rapid Market Appraisal (RMA) Workshop and its series of activities	07/22/2019	07/29/2019	16.0	Development	LANDCARE Foundation Philippines, Inc
	PARTICIPANT. Training Workshop on Using Open Data Kit (ODK) for Paperless Surveys	07/10/2019	07/10/2019	8.0	Technical	Visayas Socio-Economic Research and Data Analytics Center, VSU-main

(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 (WRITTEN FULL)
	MUSIC				VSU ALUMNI ASSOCIATION
	MICROSOFT OFFICE PROGRAMS				UPLB ALUMNI ASSOCIATION
					ACIAR Philippines Agribusiness Masterclass
					Philippine Agriculture and Economic Development Association (PAEDA)

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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

☐ YES☒ NO

If YES, give details:

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

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.
DR. ANTONIO P. ABAMO	VSU, VISCA, BAYBAY CITY	
DR. NILDA T. AMESTOSO	VSU, VISCA, BAYBAY CITY	
MR. NORMITO R. ZAPATA JR.	UPLB, LOS BANOS, LAGUNA	

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.

GIBSON NIEL D. TAN

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: DRIVER'S LICENSE

ID/License/Passport No.: H12-12-002130

Date/Place of Issuance: Dec 1, 2022/BAYBAY CITY, LEYTE

Signature (Sign inside the box)

MARCH 15, 2024

Date Accomplished

Right Thumb mark

SUBSCRIBED AND SWORN to before me this 14 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR

Person Administering Oath

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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: January 4, 2020 - Present
- Position: Instructor I
- Name of Office/Unit: Department of Business and Management
- Immediate Supervisor: Nilda T. Amestoso, Angel Paradero, Bert C. Peñalosa
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Taught subjects for college and senior high students and handled research project

- Duration: September 10, 2018 – Dec 31, 2019
- Position: Instructor I (Substitute)
- Name of Office/Unit: Department of Business and Management
- Immediate Supervisor: Antonio P. Abamo, Analita A. Salabao,
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Taught subjects for college and senior high students and handled research project

- Duration: January 2, 2014 to May 31, 2016
- Position: Science Research Assistant
- Name of Office/Unit: Visayas State University - ViFARD
- Immediate Supervisor: Antonio P. Abamo, ,
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Does data gathering, analysis and writing for a project

- Duration: September 1, 2013 to September 14, 2013
- Position: Enumerator
- Name of Office/Unit: UPLB- FI (Department of Agrarian Reform)
- Immediate Supervisor:
- Name of Agency/Organization and Location: Los Baños, Laguna
- List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Handled data gathering (structured interviews) for farmers

- Duration: July 1, 2013 to July 31, 2013
- Position: Project Support Staff
- Name of Office/Unit: ATI-8
- Immediate Supervisor: Henry Goltiano
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Assisted in the analysis and writing of an assessment project


GIDEON NIEL D. TAN

(Signature over Printed Name
of Employee/Applicant)

Date: 02 May 2024