

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	TROYO		
FIRST NAME	RODEN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	DY		
3. DATE OF BIRTH (mm/dd/yyyy)	14/11/1984	16. CITIZENSHIP	FILIPINO
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	Pls. indicate country: PHILIPPINES
5. SEX	MALE	N/A	
6 CIVIL STATUS	SINGLE	17. RESIDENTIAL ADDRESS	N/A
7. HEIGHT (m)	1.75	House/Block/Lot No.	Street
8. WEIGHT (kg)	73	Subdivision/Village	BUNGA
9. BLOOD TYPE	"O"	BAYBAY CITY	Barangay
10. GSIS ID NO.	02004351565	City/Municipality	LEYTE
11. PAG-IBIG ID NO.	N/A	ZIP CODE	6521
12. PHILHEALTH NO.	N/A	18. PERMANENT ADDRESS	N/A
13. SSS NO.	N/A	House/Block/Lot No.	Street
14. TIN NO.	438 449 686	Subdivision/Village	BUNGA
15. AGENCY EMPLOYEE NO.	V00812	BAYBAY CITY	Barangay
		City/Municipality	LEYTE
		ZIP CODE	6521
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09088103741
		21. E-MAIL ADDRESS (if any)	roden.troyo@gmail.com, roden.troyo@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	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	TROYO			
FIRST NAME	ENRIQUE	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CONDES			
25. MOTHER'S MAIDEN NAME				
SURNAME	DY			
FIRST NAME	ANITA			
MIDDLE NAME	MORALES		(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)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	ACCELERATED CHRISTIAN SCHOOL	GRADUATED	1991	1997		1997	NA
SECONDARY	VISCA LABORATORY HIGH SCHOOL	GRADUATED	1997	2001		2001	NA
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA		NA	NA
COLLEGE	LEYTE STATE UNIVERSITY	B.S. AGRICULTURE	2001	2005		2005	NA
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	M.S. HORTICULTURE	2010	2013		2013	DOST
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	PhD HORTICULTURE	2016	PRESENT			CHED

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	10/03/2022

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	NA				

(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)

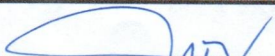
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	National Training of Trainers' Program on Horticultural Chain Management	26/10/2020	30/10/2020	40	Technical	UPLB and FAO
	Google Classroom Workshop for VSU Faculty	21/05/2020	21/05/2020	8	Technical	VSU
	Sustainable Agriculture Forum 2018	02/10/2018	02/10/2018	8	Technical	DA
	2nd ASEAN Agricultural Summit 201	01/10/2018	01/10/2018	8	Managerial	DA & DTI
	Organic Cacao, Coffee, Coconut and Abaca Production	26/04/2018	26/04/2018	2	Technical	UPLB
	Participant, Resilient Landscape Designs: A Pedestrian Oriented Streetscape Design in Seoul	25/09/2017	25/09/2017	2	Technical	UPLB

(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)
	LANDSCAPING		NA		VSU FACULTY ASSOCIATION
	PLANT TISSUE CULTURE				PHILIPPINE SOCIETY FOR LACTIC ACID BACTERIA
	ORNAMENTAL PLANT ENTHUSIAST				ASSOCIATION OF FOOD SAFETY AND SECURITY (AFSA)
	FLOWER ARRANGEMENT				PHILIPPINE ASSOCIATION OF TISSUE CULTURE AND BIOTECHNOLOGY (PAPTC)
					ORGANIC AGRICULTURE SOCIETY OF THE PHILIPPINES, INC. (OASPI)

(Continue on separate sheet if necessary)

SIGNATURE	DATE
	10/03/2022

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)?

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?

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?

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?

If YES, give details:

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?

If YES, give details: _____

If YES, give details: _____

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

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?

If YES, please specify: _____

If YES, please specify ID No: _____

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
DR. ARSENIO D. RAMOS	DOH, VSU, VISCA, BAYBAY CITY, LEYTE	053-563-7739
DR. VICTOR B. ASIO	CAFS, VSU, VISC, BAYBAY CITY, LEYTE	053-563-7435
DR. JOSE L. BAUSMO JR.	BEGY. STA CRUZ, BAYBAY CITY	0968690680

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.



RODEN D. TROYO

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

Government Issued ID:	VSU SCHOOL ID
ID/License/Passport No.:	V00812
Date/Place of Issuance:	6/1/2013 / VSU, Visca, Baybay City, Leyte

Signature (Sign inside the box)
10/03/2022
Date Accomplished



SUBSCRIBED AND SWORN to before me this **OCT 07 2022**, affiant exhibiting his/her validly issued government ID as indicated above.

Doc. No. **231**
Page No. **48**
Book No. **423**
Series of **2022**

ATTY. ELEN O. PERALTA
Notary Public Until December 31, 2023
Colamba City, Los Baños, Laguna
TBP No. 162389/07-14-2011 Laguna Chapter
Not. Com. # 14-2022-C dated 01-06-2022
PTR No. 261415/01-03-22/Los Baños, Laguna
Roll No. 33880/May 1986

CS FORM 212 (Revised 2017), Page

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: July 1, 2019 - Present
- Position: Assistant Professor 2
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Dr. Rosario A. Salas
- Name of Agency/Organization and Location: Visayas State University
- Duration: January 1, 2017 – June 30, 2019
- Position: Instructor 3
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Dr. Rosario A. Salas
- Name of Agency/Organization and Location: Visayas State University
- Duration: June 1, 2013 – December 31, 2016
- Position: Instructor 1
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Dr. Jun Acedo
- Name of Agency/Organization and Location: Visayas State University

List of Accomplishments and Contributions (if any)

Instruction

- Taught undergraduate and graduate courses in Advanced Ornamental Horticulture, Floriculture and Landscape Gardening, General Horticulture, Postharvest Physiology & Technology, Practicum in Horticulture
- Advised undergraduate and graduate students (academic adviser and thesis adviser, SRC and GAC)
- Developed course syllabus and learning modules

Research

- Conducted research on the development and evaluation of functional productivity of edible landscapes
- Published relevant research articles in peer-reviewed journals

Extension

- Project Leader - HELP Ornamentals
- Subject Matter Specialist – Ornamental/Vegetable Production and Landscape Gardening

Production

- Project Manager – Ornamental Crop Nursery Project
- Project Manager – Cut-flower Production Project

Other functions

- Unit Head – Grounds and Landscape Maintenance Office
- Project Head – VSU Convention Center
- Division Head – Ornamental Crop Division
- Chairman and Member of University, College and Department Committee

- Summary of Actual Duties

Balance the teaching, research, extension and production responsibilities. Able to conduct independent research, managed income generating projects of the department and university, and managed a unit providing support to the students and the university. Promotes

and directs successful students learning in keeping with the learning-centered values and goals of the school.

- Duration: July 1, 2009 - October 30, 2010
- Position: Executive Assistant to the General Manager
- Name of Office/Unit: NA
- Immediate Supervisor: Ma. Deena Pages
- Name of Agency/Organization and Location: Nature Works Landscaping Services

- Duration: September 1, 2009 - December 31, 2008
- Position: Horticulturist/Landscape Designer
- Name of Office/Unit: NA
- Immediate Supervisor: Ma. Deena Pages
- Name of Agency/Organization and Location: Nature Works Landscaping Services

- Duration: December 1, 2005 - August 31, 2006
- Position: Landscape Supervisor
- Name of Office/Unit: NA
- Immediate Supervisor: Ruth O. Padriga
- Name of Agency/Organization and Location: Nature Works Landscaping Services

- List of Accomplishments and Contributions (if any)
 - Secured two multi-million projects in 1 year
 - Improved business prospects, closed numerous deals, and completed numerous projects during my tenure.
 - Performed special projects as directed by the General Manager, including review and analysis of information, managing field supervisors, and serving as project manager.
 - Participated in brainstorming sessions for various projects.
 - Negotiated contracts with clients and maintained daily contact with clients at location sites.
 - Reduced company expenses on materials and equipment by negotiating and establishing mutually beneficial vendor contact.
 - Took charge in gathering and maintaining proper data
 - Managed landscape personnel to perform to the highest work standards of the company.
 - Conducted presentations and demonstrations for commercial clients.

- Summary of Actual Duties
 - Maintained good relationship with field supervisors, project managers, administrative staff and executives. Communicated with clients and conducted discussions, presentations and demonstrations for commercial clients. Took charge in gathering and maintaining proper data records, and analyzing, writing and presenting reports. Worked cooperatively with staff for good customer service, coordinated technical staff including collective discussions and solving various issues. Assisted other executives and administrative staff in attainment of goals and objectives, compliance with policies and procedure, use of equipment and forms, improvement in work flow.

RODEN DYTROYO

(Signature over Printed Name
of Employee/Applicant)

Date: 10 / 03 / 2022