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CS Form No. 212								
Revised 2017	DEDSO	NAL DAT	A CH	EET				
* *	PERSU	NAL DAI	н эп	IEEI				
WARNING: Any misrepresenta	tion made in the Personal Data Sheet and the	e Work Experience Sheet sha	all cause the f	filing of admi	nistrative/cı	riminal case/s ag	ainst the pers	son
concerned.	TO FILLING OUT THE PERSONAL DATA SHI	EET (PDS) BEFORE ACCOM	DI ISHING TH	E PDS EORM				
	() and use separate sheet if necessary. Indicate				1. CS ID No.		(Do not fill up. F	or CSC use only)
I. PERSONAL INFORMATIO	N		- 14 (A)					
2. SURNAME	MARTIREZ							
FIRST NAME	MELVINCE				1	NAME EXTENSION (JR.	, SR)	N/A
MIDDLE NAME	ROM							
DATE OF BIRTH (mm/dd/yyyy)	05/14/95	16. CITIZENSHIP		✓ Filipin	о П	Dual Citizenship		
(minody))))							by naturaliz	ation
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizen	nship,			Pls. indicate country:		
5. SEX	✓ Male Female	please indicate the de	etails.					
6 CIVIL STATUS	☐ Single ✓ Married	17. RESIDENTIAL ADDRESS						
	Widowed Separated		Hous	se/Block/Lot	No.	G	Street SUDALUPE	
	Other/s:			division/Villa			Barangay	
7. HEIGHT (m)	1.61			BAYBAY CITY Citv/Municipality			LEYTE Province	
8. WEIGHT (kg)	85	ZIP CODE		6521				
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	Hous	se/Block/Lot	No	Street		
10. GSIS ID NO.	N/A			division/Villa			Barangay	
11. PAG-IBIG ID NO.	12184039355		BAYBAY CIT		CITY	Y LEYTE		
12. PHILHEALTH NO.	13-025562580-3	ZIP CODE	City/Municipality 6521			Province		
13. SSS NO.	35-0317844-9 19. TELEPH		N/A					
14. TIN NO.	491284015	20. MOBILE NO.	09513598314					
15. AGENCY EMPLOYEE NO.	OYEE NO. 21. E-MAIL ADDI		melvincemartirez672@gmail.com					
II. FAMILY BACKGROUND				meivii	ICEIIIAILI	rezor zwym	all.com	
22. SPOUSE'S SURNAME	MARTIREZ		23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH					ΓΗ (mm/dd/yyyy)
FIRST NAME	CARIN	NAME EXTENSION (JR., SR)	N/A				N	I/A
MIDDLE NAME	BORJA							
OCCUPATION	TRAINING ASSISTAN	T (COS)						
EMPLOYER/BUSINESS NAME	ATI-RTC 8	(000)						
BUSINESS ADDRESS	VSU, BAYBAY	,						
	9480046624							
TELEPHONE NO.			-					
24. FATHER'S SURNAME FIRST NAME	MARTIREZ VICENTE	NAME EXTENSION (JR., SR)						
MIDDLE NAME	CODOG							
25. MOTHER'S MAIDEN NAME		OVA ROM						
SURNAME	MARIA MELBA CORDOVA ROM MARTIREZ							
FIRST NAME								
MIDDLE NAME	ROM			(Co	ontinue on sep	parate sheet if neces	sary)	
III. EDUCATIONAL BACK	ROUND							0000000
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGR (Write in full)	EE/COURSE	PERIOD OF A	To	HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
ELEMENTARY	GUDALUPE ES	BASIC EDUCATIO	N	06/01/2003	06/01/2008	Graduated	2008	1ST HONORABLE
SECONDARY	BAYBAY NHS	SPECIAL PROGRAM IN T	HE ARTS	06/01/2008	06/01/2012	Graduated	2012	VALEDICTORIA N

VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE COLLEGE VISAYAS STATE UNIVERSITY BS IN AGRICULTURE 06/01/2012 06/01/2016 2016 CUM LAUDE Graduated GRADUATE STUDIES VISAYAS STATE UNIVERSITY MS IN PLANT PATHOLOGY 06/01/2016 08/03/2023 Graduated 2023 N/A

SIGNATURE

DATE

15/24 04

CAREE	R SEŖVICE/RA 10	080 (BOARD/ BAR) UNDER	RATING	DATE OF				LICENSE (if a	pplicable)
SDECIAL LAWS/CES/CSEE			(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of Validity
(CSC) HONOR GRAUATE ELIGIBILITY N/A			N/A	N/A	CSC VIII, PALO, LEYTE			100108160516	01/04/201
(PRC) AGRICULTURIST 79.8			OCT. 19-21,2016	TACLOBAN (CITY, LEYTE		0031664	05/14/202	
DRIVERS LICENSE		N/A	N/A	CITY, LEYTE		H12-16-002794	05/14/202		
	XPERIENCE ite employmen	t. Start from your recent		ntinue on separate sheet in		Work Expen	ience sheet.		
	SIVE DATES n/dd/yyyy)	POSITION T (Write in full/Do not			NCY / OFFICE / COMPANY Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*)/	STATUS OF APPOINTMENT	GOV'T SERVICE (Y/N)
From	To						INCREMENT		
09/01/2023	Present	Instructor			ATE UNIVERSITY	29,165.00	12	TEMPORARY	Y
03/08/2023	08/31/2023	Organizational Develo		-	AGRICULTURE-RFO 9	32,000.00	16	CONTRACTUAL	Y
07/01/2021	12/31/22	AGRICUTUR			AGRICULTURE-RFO 8	22,892.00	11	CONTRACTUAL	Y
12/13/2020	6/30/2021	PROJECT DEVELOPMI			AGRICULTURE-RFO 8 INTE CAMPUS) AND UNO-R	27,000.00	13	CONTRACTUAL	Y
05/01/2018	12/30/2019	LEA REVIEW INS		(BACC	DLOD CITY)	10,000.00	N/A	(WEEKENDS)	N
08/01/2018	7/30/2019	PROTECTI		VISAYAS ST	7,000.00	N/A	CONTRACTUAL	Y	
12/01/2013	12/01/2015	SK CHAIRN	MAN	BARANGAY GUDALUPE COUNCIL		3,400.00	N/A	ELECTED	Y
CICNI	TURE		Martinez	ontinue on separate sheet i	necessary) DATE		04 / 15 /	124	

VI. VOLU	UNTARY WORK OR INVOLVEMEN	T IN CIVIC / NON-GOVERNMENT	/PEOPLE/VO	DLUNTARY C	RGANIZATION	V/S	
29.	NAME & ADDRESS OF (Write in f		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS		POSITION / NATURE OF WORK
			From	То			
	N/A		N/A	N/A	N/A		N/A
	ARNING AND DEVELOPMENT (L&I the most recent L&D/training program and inc) INTERVENTIONS/TRAINING F		TENDED		gerial positionet	
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (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)
	Training of Trainers on Clus	ter Development	05/15/2023	05/19/2023	40.0	TECHNICAL	Agricultural Training Institute - Regional Training Cent
	Coconut Specialist Trai	ning Course	03/06/2023	03/17/2023	5.0	TECHNICAL	Agricultural Training Institute - Regional Training Cent
	Argo-Enterprise Clustering Approach	Workshop F2C2 Program	10/18/2022	10/26/2022	40.0	TECHNICAL	Agricultural Training Institute - Regional Training Center
	"Agro-entrepreneurship for Inclusive Value	Chains: Intermediate Course"	7/22/22	09/08/2022	20.0	TECHNICAL	JOLIBEE GROUP FOUNDATION AND XAVIER UNIVERSITY-ATENEO DE CAGAYAN
	"Agro-entrepreneurship for Inclusive Va	lue Chains: An Introduction"	03/18/2022	04/28/2022	35.0	TECHNICAL	JOLIBEE GROUP FOUNDATION AND XAVIER UNIVERSITY-ATENEO DE CAGAYAN
	KASABAlitang Food Saf	ety at Quality	9/15/22	9/15/22	5.0	TECHNICAL	Bureau of Agriculture and Fisheries Standards
	HALAL STANDARDS FROM FEE	EDS TO SLAUGHTER	05/05/2022	05/05/2022	3.0	TECHNICAL	Bureau of Agriculture and Fisheries Standards
		(C	ontinue on separate	sheet if necessar	Y)		
VIII. OT	THER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32. NO	ON-ACADEMIC DISTII (Write	NCTIONS / RECO	GNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	PAINTING		N/A	4			Philippine Agriculturist Association
	TRAVELLING		VSU-FAN				
	PUBLIC SPEAKING						
	COMPUTER WORKS						
	SIGNATURE		ontinue on separate	sheet if necessar		ATE	04 15 24

34	Are you related by consanguinity or affinity to the appointing	or recommending authority or to the	
У Т.	chief of bureau or office or to the person who has immediate		
k-	Bureau or Department where you will be apppointed,	,	
	a. within the third degree?	YES NO	
	b. within the fourth degree (for Local Government Unit - Care	YES / NO	
		If YES, give details:	
٥٥	a. Have you ever been found guilty of any administrative offe	neo?	
35.	a. Have you ever been found guilty of any authinistrative one	1156 !	☐ 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 of an	y 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.	☐ YES ☑ NO
	dropped from the rolls, dismissal, termination, end of term, fil		If YES, give details:
	in the public or private sector?		
20	a. Have you ever been a candidate in a national or local elec-	tion held within the last year (excent	
30,	Barangay election)?	Mon field Willim the last your (except	☐ YES ☑ NO
	zaranga, crocacin,		If YES, give details:
	b. Have you resigned from the government service during th	e three (3)-month period before the last	☐ YES ☑ NO
	election to promote/actively campaign for a national or local	candidate?	If YES, give details:
39.	Have you acquired the status of an immigrant or permanent	resident of another country?	
39.	riate you acquired the status of an infinigrant of permanent	resident of another country:	☐ YES ☑ NO
			If YES, give details (country):
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	na Carta for Disabled Persons (RA	
	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),	please answer the following items:	A 2
a.	Are you a member of any indigenous group?		☐ YES ☑ NO
			☐ YES ☑ NO If YES, please specify:
b.	Are you a person with disability?		☐ YES ✓ NO
			If YES, please specify ID No:
C.	Are you a solo parent?		
			If YES
			True, product opposity to the
41.	REFERENCES (Person not related by consanguinity or affinity to applicant /	'appointee)	
	NAME	ADDRESS	TEL. NO.
	Dr. MANUEL K. PALOMAR	BAYBAY CITY, LEYTE	9161573478
	Dir. ANDREW RODOLFO T. ORAIS	DA-RFO 8, TACLOBAN CITY, LEYTE	9399755929
-		BARROS, TAGEGRAN GITT, EETTE	333133923
	Hon. JOSE A. ESPINOSA	BAYBAY CITY, LEYTE	9192866826
42.	I declare under oath that I have personally accomplished	this Personal Data Sheet which is a tr	The correct and
	complete statement pursuant to the provisions of pertine	ent laws rules and regulations of the	Republic of the MELVINCE R. MARTIREZ
	Philippines. I authorize the agency head/authorized represe	ntative to verify/validate the contents state	ed herein.
	agree that any misrepresentation made in this document	ment and its attachments shall cause	e the filing of PHOTO
	administrative/criminal case/s against me.		
G	overnment Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)		
P	LEASE INDICATE ID Number and Date of Issuance		MUMMUMA
G	overnment Issued ID: Driver's License	21	
		Martine	
	/License/Passport No.: H12-16-002794	Signature (Sign inside the bo	ox)
D	ate/Place of Issuance: TACLOBAN CITY, LEYTE	04/15/24	sikalliine
L		Date Accomplished	Right Thumbmark
	4		
	SUBSCRIBED AND SWORN to before me this	5 APR 2024 , affiant exhibiting	ng his/her validly issued government ID as indicated above.
		4	
		1	
	I		
		ATTY, RYSAN C. GUINOCOR	
		Person Administering Oath	
		r erson 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 December 2018
- Position: Graduate Teaching Assistant
- Name of Office/Unit: Department of Pest Management
- Immediate Supervisor: Jesusito L. Lim
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - > Teaches assigned subjects and performs other teaching related functions
 - Performs functions relative to committee memberships and other assignments including related to quality assurance and other accreditation functions
- Duration: August December 2019
- Position: Graduate Teaching Assistant
- Name of Office/Unit: Department of Pest Management
- Immediate Supervisor: Jesusito L. Lim
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - > Teaches assigned subjects and performs other teaching related functions
 - Performs functions relative to committee memberships and other assignments including related to quality assurance and other accreditation functions
- Duration: December 2020-June 2021
- Position: Project Development Officer 2
- Name of Office/Unit:F2C2 Program
- Name of Agency/Organization and Location: Department of Agriculture Regional Field Office 8, Tacloban City, Leyte
 - List of Accomplishments and Contributions (if any)
 - 10 Farmers Organization across the region have engage to clustering

- rice farmers earned Php2.00 4.00 average profit per kilo, corn farmers earn Php8.00 average profit.
- 10 Link Farmers Organizations to Potential Buyers.
- · Summary of Actual Duties
 - Create Business plan
 - Create AgroEnterprise Clustering Plan
 - Organize FAs to Cluster
 - > Implement AE Plan
 - Supervise the development of the implementation
 - > Evaluation, assessment and improvement of AE pLan
- Duration: July 2021- December 2022
- · Position: Agriculturist 1
- Name of Office/Unit:F2C2 Program
- Name of Agency/Organization and Location: Department of Agriculture Regional Field Office 8, Tacloban City, Leyte
 - List of Accomplishments and Contributions (if any)
 - 15 Farmers Organization across the region have engage to clusteri
 - More farmers earned profit from there consoliated products
 - 15 Link Farmers Organizations to Potential Buyers.
 - Summary of Actual Duties
 - Create Business plan
 - Create AgroEnterprise Clustering Plan
 - Organize FAs to Cluster
 - > Implement AE Plan
 - > Supervise the development of the implementation
 - > Evaluation, assessment and improvement of AE pLan
- Duration: January 2023 August 2023
- Position:Organizational Development Officer 1
- Name of Office/Unit:F2C2 Program
- Name of Agency/Organization and Location: Department of Agriculture Regional Field Office 8, Tacloban City, Leyte
 - List of Accomplishments and Contributions (if any)
 - 20 Farmers Organization across the region have engage to clusteri
 - More farmers earned profit from there consoliated products
 - 20 Link Farmers Organizations to Potential Buyers.
 - Summary of Actual Duties

- Create Business plan
- Create AgroEnterprise Clustering Plan
- Organize FAs to Cluster
- > Implement AE Plan
- Supervise the development of the implementation
- > Evaluation, assessment and improvement of AE pLan
- Duration: September 2023 Present
- Position: Instructor 1
- Name of Office/Unit: Department of Pest Management
- Immediate Supervisor: Robelyn T. Piamonte, PhD.
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - > Teaches assigned CPRT subjects and performs other teaching related functions
 - Performs research and/or extension functions
 - Performs functions relative to committee memberships and other assignments including related to quality assurance and other accreditation functions

(Signature over Printed Name of Employee/Applicant)

Date: 4 15 20