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 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) 2. SURNAME LAO NAME EXTENSION (JR., SR) N/A VINCE FIRST NAME MIDDLE NAME **GONZALES** 3. DATE OF BIRTH 11/01/1998 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship by birth by naturalization CEBU CITY, CEBU 4. PLACE OF BIRTH If holder of dual citizenship. Pls. indicate country: please indicate the details 5. SEX ✓ Male Female W ✓ Single Married 17. RESIDENTIAL ADDRESS 221 RAMON MAGSAYSAY 6 CIVIL STATUS Widowed Separated House/Block/Lot No Street N/A ZONE 19 Other/s: Subdivision/Village Barangay 7. HEIGHT (m) BAYBAY LEYTE 5'3 City/Municipality Province 8. WEIGHT (kg) 59 ZIP CODE 6521 18. PERMANENT ADDRESS 221 RAMON MAGSAYSAY 9. BLOOD TYPE NA House/Block/Lot No Street 10. GSIS ID NO. ZONE 19 NA Subdivision/Village Barangay BAYBAY LEYTE 11. PAG-IBIG ID NO. 121228848178 City/Municipality Province 12. PHILHEALTH NO 13-025507643-5 ZIP CODE 6521 13. SSS NO. 19. TELEPHONE NO. N/A 14. TIN NO. 726 645 929 20. MOBILE NO 09561495083 15. AGENCY EMPLOYEE NO. NA 21. E-MAIL ADDRESS (if any) vincelao42@gmail.com 22. SPOUSE'S SURNAME N/A DATE OF BIRTH (mm/dd/yyyy) 23. NAME of CHILDREN (Write full name and list all) NAME EXTENSION (JR., SR) FIRST NAME N/A N/A N/A MIDDLE NAME N/A N/A N/A OCCUPATION N/A N/A N/A EMPLOYER/BUSINESS NAME N/A N/A N/A **BUSINESS ADDRESS** N/A N/A N/A TELEPHONE NO. N/A N/A N/A 24. FATHER'S SURNAME LAO NAME EXTENSION (JR., SR) FIRST NAME MARVIN N/A MIDDLE NAME MADRA70 25. MOTHER'S MAIDEN NAME MAY GRACE DELA TORRE GONZALES SURNAME LAO FIRST NAME **MAY GRACE** MIDDLE NAME GONZALES (Continue on separate sheet if necessary) NAME OF SCHOOL SCHOLARSHIP/ HIGHEST LEVEL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE LEVEL YEAR GRADUATED ACADEMIC UNITS EARNED (Write in full) (Write in full) HONORS (if not graduated) RECEIVED From To ELEMENTARY BAYBAY CITY GRACE CHRISTIAN SCHOOL BASIC EDUCATION WITH 2004 2010 2010 anduated HONORS VISAYAS STATE UNIVERSITY LABORATORY SECONDARY WITH SECONDARY EDUCATION 2010 2014 grenduates HIGHSCHOOL HONORS VOCATIONAL / N/A TRADE COURSE N/A COLLEGE VISAYAS STATE UNIVERSITY **BACHELOR OF SCIENCE IN AGRIBUSINESS MAGNA CUM** 2014 2018 graduated 2018 LAUDE VISAYAS STATE LINIVERSITY Master of Management major in Business 2019 2021 2021 VSII **GRADUATE STUDIES** Management graduate Scholarship Program SIGNATURE DATE 8/26/2021 CS FORM 212 (Revised 2017), Page 1 of 4

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Best Practices in Writing and Publishing Your Research Paper			4/16/2021	2	Instruction	T(r Elsevier yapnanad		
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CME ViSERDAC Training Series: Developing Fundable Research Proposals			11/13/2020	2	Instruction	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)		
Webinar on Introduction to Copyright and Fair Use for Educators			8/28/2020	3	Instruction	Visayas State University		
Virtual Training on Google Classroom as a Learning Management System (LMS)			05/21/2020	8	Instruction	VSU, UIIC Web Services		
Developing, Pre-testing, Revising and Monitoring of IEC Material Training-Workshop			1/16/2020	sng. 24 d) (Instruction	Department of Food Science and Technological		
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Regional Forum on Economic and Financial Literacy			11/12/2019	5	Technical	National Economic Development Authority ROS		
Stock 101: A Guide to First-Time Investors in the Philippine Stock Market			11/08/2019	5	Technical	Department of Business and Management		
Short course Training and Workshop on Food Value Chain			10/11/2019	40	Technical	ASEAN, MAFF, VSU, DFST		
Financial Management	Seminar	09/17/2019	09/18/2019	16	Technical	VSU, ISRDS		
Training-Workshop on Parametric and Non-Parametric Analysis for Socio-Economic Research using SPSS			4/5/2019	16	Technical	Visayas Socio-Economic Research and Anaystics Center (ViSERDAC)		
Training on How to Handle Sexual Harassment Cases in Campus			12/14/2018	16	Technical	Visayas State University		
AAACU 22nd Biennial Conference and General Assembly			10/18/2018	24	Research	AAACU, VSU		
Training-Workshop on Socio-Economic Research Methods using R Studio			09/07/2018	8	Technical 3	Visayas Socio-Economic Research an Anaystics Center (ViSERDAC)		
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34. Are you related by consanguinity or affinity to the appoint chief of bureau or office or to the person who has imme Bureau or Department where you will be apppointed,						
a. within the third degree?	☐ YES ☑ NO					
b. within the fourth degree (for Local Government Unit -	☐ YES ☑ NO					
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35. a. Have you ever been found guilty of any administrative	e offense?					
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b. Have you been criminally charged before any court?			YES NO			
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36. Have you ever been convicted of any crime or violation by any court or tribunal?	or any law, decree	, ordinance or regulation	YES VO			
37. Have you ever been separated from the service in any or retirement, dropped from the rolls, dismissal, termination out (abolition) in the public or private sector?			☐ YES ☑ NO If YES, give details:			
38. a. Have you ever been a candidate in a national or loca	l election held with	in the last year (except				
Barangay election)?	YES NO If YES, give details:					
b. Have you resigned from the government service during last election to promote/actively campaign for a national	YES V NO If YES, give details:					
39. Have you acquired the status of an immigrant or perma	☐ YES ☑ NO If YES, give details (country):					
 40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) 7277); and (c) Solo Parents Welfare Act of 2000 (RA 89 a. Are you a member of any indigenous group? b. Are you a person with disability? c. Are you a solo parent? 			☐ YES			
41. REFERENCES (Person not related by consanguinity or affinity to appli	cant /appointee)	2000 44 2019	and a city again Parametric and the Expension Antilysis for Socio-Ex			
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MARLON M. TAMBIS	VSU,VISCA	,BAYBAY CITY,LEYTE	9166836995			
ANALITA A. SALABAO	VSU,VISCA	,BAYBAY CITY,LEYTE	9235191103			
42. I declare under oath that I have personally accomplic complete statement pursuant to the provisions of p Philippines. I authorize the agency head / authorized agree that any misrepresentation made in this cadministrative/criminal case/s against me.	ertinent laws, rule representative to	s and regulations of the verify/validate the conte	the Republic of the ents stated herein. I			
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WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

 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.

Position applied: Instructor (Part-time)

- Duration: August 1, 2020 September 30, 2020
- Position: Instructor (Part-time)
- · Name of Office/Unit: Department of Business and Management
- Immediate Supervisor: Dr. Nilda T. Amestoso
 - Name of Agency/Organization and Location: Visayas State University, ViSCA, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Co-authored and developed modules and learning materials for management subjects such as Introduction to Investment Management, Principles of Accounting II and Production/Operations Management.
 - Summary of Actual Duties
 - Assists in the preparation and development of modules and learning materials for management subjects such as Introduction to Investment Management, Principles of Accounting II and Production/Operations Management.

Position applied: Instructor (Substitute)

- Duration: August 1, 2019 July 31, 2020
- Position: Instructor (Substitute)
- Name of Office/Unit: Department of Business and Management
- Immediate Supervisor: Dr. Analita A. Salabao
 - Name of Agency/Organization and Location: Visayas State University, ViSCA, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - o Given quizzes, exams, and activities to students
 - Summary of Actual Duties
 - Teaches Management Related Courses (Organization and Management of Small Business, Human Behavior in Organization, Principles of Accounting II, etc).
 - Prepares class sessions and activities for students to grasp the course content Performs other related functions.