

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	CARDAÑO		
FIRST NAME	CHINELO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	MENDEZ		
3. DATE OF BIRTH (mm/dd/yyyy)	10/12/1994	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	BAIS CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	N/A N/A House/Block/Lot No. Street N/A MABUNAO Subdivision/Village Barangay BAIS CITY NEGROS ORIENTAL City/Municipality Province
7. HEIGHT (m)	1.5	ZIP CODE	6206
8. WEIGHT (kg)	45.6		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	N/A N/A House/Block/Lot No. Street N/A MABUNAO Subdivision/Village Barangay BAIS CITY NEGROS ORIENTAL City/Municipality Province
10. GSIS ID NO.	NONE	ZIP CODE	6206
11. PAG-IBIG ID NO.	1212-0236-7879		
12. PHILHEALTH NO.	13-025368278-8		
13. SSS NO.	NONE	19. TELEPHONE NO.	NONE
14. TIN NO.	474-756-878	20. MOBILE NO.	09359797124
15. AGENCY EMPLOYEE NO.	NONE	21. E-MAIL ADDRESS (if any)	chinelo.cardano@vsu.edu.ph , chinelocardano@gmail.com

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	NONE		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	NONE	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	CARDAÑO			
FIRST NAME	ARISTON	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CARDENES	N/A		
25. MOTHER'S MAIDEN NAME				
SURNAME	MENDEZ			
FIRST NAME	MARIA			
MIDDLE NAME	ROMERAL			

(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	LA CONSOLACION COLLEGE (formerly SACRED HEART ACADEMY)	BASIC EDUCATION	04/06/2001	28/03/2007	N/A	2007	SALUTATORIAN
SECONDARY	LA CONSOLACION COLLEGE (formerly SACRED HEART ACADEMY)	SECONDARY EDUCATION	04/06/2007	24/03/2011	N/A	2011	VALEDICTORIAN
VOCATIONAL / TRADE COURSE	NONE	NONE	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	TERTIARY EDUCATION	06/06/2011	22/04/2015	N/A	2015	CUM LAUDE
GRADUATE STUDIES	LIVERPOOL JOHN MOORES UNIVERSITY	GRADUATE STUDIES (MASTERS)	Sept. 2022	Sept. 2023	N/A	2024	DISTINCTION

(Continue on separate sheet if necessary)

SIGNATURE		DATE	DECEMBER 14, 2023
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[illegible]


(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.

INCLUSIVE DATES				SALARY/JOB/PAY		
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[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	
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DATE _____

DECEMBER 14, 2023 ✓

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		
	SUNGKIP PH	01/06/2019	01/06/2019	8.0	VOLUNTEER/ BUILDING A HEALTHIER MAMANWA TRIBE COMMUNITY

(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			
	TRAINING-WORKSHOP ON THE PACKAGING OF COLLABORATIVE RESEARCH PROPOSAL	11/19/2020	11/192020	8	RESEARCH	CHED-PCARI
	WEBINAR ON ONLINE DIGITAL MARKETING	10/10/2020	10/29/2020	16	RESEARCH	OFFICE OF THE DIRECTOR FOR INNOVATION/AGRICULTURE TECHNOLOGY BUSINESS INCUBATOR
	31st JOINT VICARP AND RRDEN SYMPOSIUM AND 1st PhilARM CONVENTION	26/11/2019	27/11/2019	16	RESEARCH	RDE HALL, OVPRE, VISAYAS STATE UNIVERSITY
	ZOE FLUORESCENT CELL IMAGER TRAINING	07/02/2019	07/02/2018	8	RESEARCH	TUKLAS LUNAS, VISAYAS STATE UNIVERSITY
	30th JOINT VICARP AND RRDEN SYMPOSIUM	21/11/2018	23/11/2018	24	RESEARCH	RDE HALL, OVPRE, VISAYAS STATE UNIVERSITY
	WORKSHOP ON PARTICIPATORY ASSESSMENT OF THE GAINS CHALLENGES AND OPPORTUNITIES IN PILOTING EFFECTIVE MODELS OF ISARD (FACILITATOR)	19/11/2018	20/11/2018	16	RESEARCH	SEARCA, VISAYAS STATE UNIVERSITY
	MICROBIAL-INDUCED MOBILIZATION OF MICRONUTRIENTS IN SOIL FOR INCREASED YIELD AND IMPROVED NUTRITIONAL QUALITY OF SWEET POTATO AND PURPLE YAM	20/03/2018	20/03/2018	2	RESEARCH	PhilRootcrops, VISAYAS STATE UNIVERSITY
	PPSQ-31/33B TRAINING (PROTEIN SEQUENCER)	12/03/2018	16/03/2018	40	RESEARCH	SHIMADZU SANJO WORKS, KYOTO, JAPAN
	SAFETY HANDLING OF HORIZONTAL FLOW HOOD CABINET	12/10/2017	12/10/2017	4	RESEARCH	PhilRootcrops, VISAYAS STATE UNIVERSITY
	OPERATION OF PPSQ WITH HPLC PROMINENCE	05/16/2017	05/18/2017	24	RESEARCH	SHIMADZU/TUKLAS LUNAS, VISAYAS STATE UNIVERSITY
	BIO-RAD s3E CELL SORTER TRAINING	05/07/2016	07/07/2016	24	RESEARCH	BIO-RAD LABORATORIES/ TUKLAS LUNAS, VISAYAS STATE UNIVERSITY
	1st SYMPOSIUM OF THE PHILIPPINE SOCIETY OF BIOCHEMISTRY AND MOLECULAR BIOLOGY – VISAYAS STATE UNIVERSITY	15/01/2016	15/01/2016	8	RESEARCH	VISAYAS STATE UNIVERSITY
	41st ANNUAL PSBMB CONVENTION	04/12/2014	05/12/2014	16	RESEARCH	PSBMB/ MARCO POLO PLAZA HOTEL, CEBU CITY

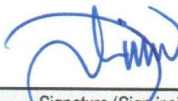
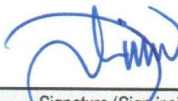
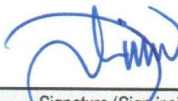









(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	MOUNTAINEERING		NONE		NONE

(Continue on separate sheet if necessary)

SIGNATURE		DATE	DECEMBER 14, 2023
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: After completion of project												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details:												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No:												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><tr><td>NAME</td><td>ADDRESS</td><td>TEL. NO.</td></tr><tr><td>EDGARDO E. TULIN</td><td>VISAYAS STATE UNIVERSITY</td><td>+639173108081</td></tr><tr><td>MA. THERESA P. LORETO</td><td>DEPARTMENT OF BIOTECHNOLOGY, VISAYAS STATE UNIVERSITY</td><td>+639056893008</td></tr><tr><td>ERLINDA A. VASQUEZ</td><td>PhilRootcrops, VISAYAS STATE UNIVERSITY</td><td>+639177034791</td></tr></table>		NAME	ADDRESS	TEL. NO.	EDGARDO E. TULIN	VISAYAS STATE UNIVERSITY	+639173108081	MA. THERESA P. LORETO	DEPARTMENT OF BIOTECHNOLOGY, VISAYAS STATE UNIVERSITY	+639056893008	ERLINDA A. VASQUEZ	PhilRootcrops, VISAYAS STATE UNIVERSITY	+639177034791
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ERLINDA A. VASQUEZ	PhilRootcrops, VISAYAS STATE UNIVERSITY	+639177034791											
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.													
<table><tr><td>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: PASSPORT</td></tr><tr><td>ID/License/Passport No.: P9306782B</td></tr><tr><td>Date/Place of Issuance: MARCH 23, 2022</td></tr></table>	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: PASSPORT	ID/License/Passport No.: P9306782B	Date/Place of Issuance: MARCH 23, 2022	<table><tr><td> Signature (Sign inside the box)</td></tr><tr><td>DEC. 14, 2023 Date Accomplished</td></tr></table>	 Signature (Sign inside the box)	DEC. 14, 2023 Date Accomplished						
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 CHINELLO M. CARDAO PHOTO	 Right Thumbmark												
SUBSCRIBED AND SWORN to before me this 14 DEC 2023, affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td> ATTY. RYSA L. GUINOCOR VSU Chief Legal Officer</td><td>Person Administering Oath</td></tr></table>		 ATTY. RYSA L. GUINOCOR VSU Chief Legal Officer	Person Administering Oath										
 ATTY. RYSA L. GUINOCOR VSU Chief Legal Officer	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: June 2020 – Present
- Position: Instructor I
- Name of Office/Unit: Advance Research and Innovation Center

Immediate Supervisor: Dr. Ma. Theresa P. Loreto (June 2020-Present)

- Name of Agency/Organization and Location: Visayas State University
Visca, Baybay City, Leyte
6521 Philippines
- List of Accomplishments and Contributions (if any)
 - Prepared on-line ready courseware such as instructional materials and modules and assessment tools
 - Prepared and managed virtual classrooms and face-to-face classes
 - Submitted outputs relevant to trainings and seminars attended
 - Prepared notice and minutes of meetings of the Center.
 - Contributed in the compliance of all requirements of the QMS core processes of the university under ISO 9001:2015
 - Contributed in drafting research-related proposals
 - Packaged and submitted research articles for publication in international refereed and Scopus-indexed journal
 - Delivered requested and special lectures to undergraduate students and acted as resource speaker in relevant conference.
- Summary of Actual Duties
 1. Teaches assigned subjects and performs other instruction-related functions, among others, the following are as follows:
 - a. Prepares and revised teaching materials/guides and submit to the department head
 - b. Prepares quizzes and examinations
 - c. Checks test papers and returns to students one week after examination
 - d. Submits grade sheets within prescribed period to the Registrar through the department
 - e. Makes time for student consultations during scheduled consultation time
 - f. Conducts face-to-face classes
 - g. Mentors Biotechnology students in their research by serving as SRC member and Chairman.
 - h. Served as advisers to some scholars of the DA-Biotech program.
 2. Performs research and/or extension functions, among others the following are as follows:
 - a. Prepares research/extension proposals
 - b. Implements duly approved research/extension projects within time frame
 - c. Review project reports within the prescribed period
 - d. Presents research/extension outputs during conferences/fora of legitimate professional
 - e. Submits output for possible publication/patenting

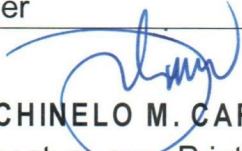
- f. Packaged and submitted research articles for publication in international refereed and Scopus-indexed journal
 - g. Delivered requested and special lectures to undergraduate students and acted as resource speaker in relevant conference.
3. Performs administrative functions such as:
 - a. Assist the director in preparing ISO-related forms (e.g. monitoring forms) such as annual SWOT, ROAM, OTP, NEIP and WOFPs.
 - b. Responding to findings (i.e. GOOI and CAR) during ISO audits.
 - c. Preparing and overseeing job requests of the Center.
 4. Performs other functions assigned by the immediate supervisor

- Duration: July 2015 – May, 2020
- Position: Science Research Assistant
- Name of Office/Unit: PhilRootcrops

Immediate Supervisor: Dr. Edgardo E. Tulin (2015-2020)

- Name of Agency/Organization and Location: Visayas State University
Visca, Baybay City, Leyte
6521 Philippines
- List of Accomplishments and Contributions (if any)
 - Worked closely with the project leader for the implementation and completion of the research projects entitled; –
 - (1) “Physico-chemical Characterization of Various Root Crop Tubers for Improved Utilization and Product Development Options,
(Duration: July 2015-Dec 2018)
 - (2) “Biochemical Characterization and Phytochemical Profiling of Underutilized Root and Tuber Crops for Improved Utilization and Product Development Options
(Duration: Jan 2018-May 2020)
 - Published relevant research article in Scopus-indexed journal
- Summary of Actual Duties
 - Acquire/procure laboratory supplies, equipment, chemicals, reagents for the conduct of the project
 - Prepare reagents and chemical solutions
 - Collect and prepare major, minor and underutilized root crop samples
 - Conduct sample analysis and assays (proximate analysis, antioxidant, anthocyanin, total phenolics, total flavonoids, total starch, amylose/amylopectin ratio, glycemic index) and data analysis
 - Draft progress, annual and terminal reports and do paper and poster presentations for In-house and Inter-Agency reviews
 - Execute other duties assigned by the project leader

Attachment to CS Form No. 212


CHINELO M. CARDAÑO
 (Signature over Printed Name
 of Employee/Applicant)
 Date: February 05, 2024