ČS Form No. Revised 2017	21
Revised 2017	

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) FIRST NAME VINCE MIDDLE NAME **GONZALES** 3. DATE OF BIRTH 11/01/1998 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship ✓ by birth by naturalization 4. PLACE OF BIRTH CEBU CITY, CEBU If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX ✓ Male Female **Philippines** ✓ Single ☐ Married 221 RAMON MAGSAYSAY 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No Widowed Separated Street ZONE 19 Other/s: division/Villa Barangay BAYBAY LEYTE 7. HEIGHT (m) 5'3 City/Municipality 8. WEIGHT (ka) 59 ZIP CODE 6521 18. PERMANENT ADDRESS 221 RAMON MAGSAYSAY 9. BLOOD TYPE NA House/Block/Lot No Street ZONE 19 10. GSIS ID NO. 2005687867 Barangay Subdivision/Village BAYBAY LEYTE 11. PAG-IBIG ID NO. 121228848178 City/Municipality Province 12. PHILHEALTH NO. 13-025507643-5 ZIP CODE 6521 13. SSS NO. NA 19. TELEPHONE NO. N/A 14. TIN NO. 726 645 929 20. MOBILE NO. 09561495083 15. AGENCY EMPLOYEE NO V01161 21. E-MAIL ADDRESS (if any) vincelao42@gmail.com FAMILY BACKGROUND 22. SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) N/A FIRST NAME N/A N/A N/A N/A MIDDLE NAME 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 LAO 24. FATHER'S SURNAME NAME EXTENSION (JR., SR) MARVIN FIRST NAME N/A MIDDLE NAME **MADRAZO** 25. MOTHER'S MAIDEN NAME GONZALES SURNAME MAY GRACE FIRST NAME (Continue on separate sheet if necessary) MIDDLE NAME **DELA TORRE** 26. PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC LEVEL UNITS EARNED HONORS RECEIVED (Write in full) (Write in full) GRADUATED (if not graduated) From To BAYBAY CITY GRACE CHRISTIAN SCHOOL ELEMENTARY PRIMARY 2010 WITH HONORS 2004 2010 Graduated VISAYAS STATE UNIVERSITY LABORATORY SECONDARY SECONDARY 2014 2010 2014 Graduated WITH HONORS HIGHSCHOOL VOCATIONAL / N/A NA NA NA NA NA TRADE COURSE MAGNA CUM VISAYAS STATE UNIVERSITY BACHELOR OF SCIENCE IN AGRIBUSINESS 2018 COLLEGE 2014 2018 Graduated LAUDE VSU Scholarship Master of Management major in Business Program for VISAYAS STATE UNIVERSITY 2021 2021 **GRADUATE STUDIES** 2019 Graduated Management Honor Undergr of VSU te sheet if necessary) SIGNATURE DATE 23 CS FORM 212 (Revised 2017), Page 1 of 4

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6/7/2023	Present	Instructo	Lagrange,	DBM, Visayas	State University	29,165	SG 12	Permanent	Υ
8/1/2022	7/31/23	Instructo			State University	29,165	SG 12	Temporary	Υ
8/23/2021	7/31/2022	Instructo	r Halio	DBM, Visayas	State University	27, 608	SG 12	Substitute	Υ
8/1/2020	9/30/2020	Instructo	Γ	DBM, Visayas	State University	156 per service hour	N/A	Part-time	Y
8/1/2019	7/31/2020	Instructo	T	DBM, Visayas	22,938.00	SG 12	Substitute	Υ	
8/13/2018	5/31/2019	Instructo	·	DBM, Visayas	120 per contact hour	N/A	Part-time	Υ	
06/25/2018 08/10/2018 Science Research As		Assistant	PhilRo	7,920.00	N/A	Job Order	Υ		
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29. NAME & ADDRESS OF ORGANIZATION		/E DATES d/yyyy)	NUMBER OF HOURS	onio nas inima botnicados	DOSITION / MATURE OF WORK
(Write in full)	From	To	NUMBER OF HOURS	озинеции	POSITION / NATURE OF WORK
SOCIETY OF AGRIBUSINESS STUDENTS (SABS)	2016	2017	NA NA	fini Linamus	Treasurer Treasurer
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NA (Cor	NA ntinue on separate s	NA sheet if necessary)	NA		NA
II. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING F tart from the most recent L&D/training program and include only the relevant L&D/training taken t	PROGRAMS A	TTENDED	hief/Executive/Ma	nnagerial positions)	
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	ATTEN	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy) NUMBER OF HOURS Type of LD (Managerial/ Supervisory/ Technical/etc)		CONDUCTED/ SPONSORED BY (Write in full)	
lesign Thinking Workshop	3/11/2024	3/15/24	40	Technical	Agricultural Training Institute - Regional Training Center VIII
icroenterprises Disaster Resilience Seminar	03/25/2023	03/25/2023	1.5	Technical	Asia Pacific Alliance for Disaster Managen
nancial Literacy Seminar	03/08/2023	03/08/2023	1	Technical	College of Management Supreme Student Council at Visayas State University
raining Workshop on Business Planning: Topics: Business Model Canvas –	02/08/2023	02/10/2023	24	Technical	Visayas State University - COLLABDev
Organizational Management and Leadership Training (Samar Group)	10/27/2022	10/28/2022	wood en lo	Technical	Philippine Rural Development Project – IREAP Component of DA RFO 8
raining on Farm Business Management	7/25/2022	7/29/2022	4	Technical	Agricultural Training Institute - Regional
ssential Excel Skills for Data Preparation and Analysis	10/22/2021	5/19/2022	10	Technical	Training Center VIII Development Academy of the Philippines
terpersonal Relationships at Work	4/30/2022	4/30/2022	2	Instruction	Hiraya-Diwa Psychological Services
/aste Management and Circular Economy	4/1/2022	4/1/2022	eenti 2 il gr	Instruction	College of Management and Economics, Visayas State University
marter Philippines through Data Analytics, R&D, Training, and Adoption SPARTA) Mini Conference: # GameChangeHERs in Data Science and	3/31/2022	3/31/2022	2 replication	Instruction	SPARTA Project, Development Academy of the Philippines
ational Conference on Agricultural Science & Technology (NCAST)	3/24/2022	3/25/2022	16	Research	Bataan Peninsula State University (Main Campus)
RODEV National Seminar-Workshop on Scale Development for Research	3/17/2022	3/19/2022	24	Research	PRODEV Project Training Center
outheast Asia Development Symposium 2022: Sustainable Solutions for outheast Asia's Recovery	3/16/2022	3/17/2022	16 M	Instruction	Asian Development Bank
RODEV National Seminar-Workshop on Qualitative Data Analysis EAP Plus: Introduction to Patents, Utility Models, and Industrial Designs	3/3/2022	3/5/2022 2/22/2022	24	Technical Instruction	PRODEV Project Training Center
021 UNIVERSITY CONSORTIUM GRADUATE FORUM	12/2/2021	12/3/2021	16	Research	National Taiwan University
Agricultural Adaptation Strategies for Coping with Climate Change" AME 2021: BREAKING THE MOLD AGRIBUSINESS AND NTREPRENEURSHIP AMID DISRUPTIVE FORCES	11/18/2019	11/19/2019	16	Research	Department of Agribusiness Management and Entrepreneurship, College of Management and Economics, UPLB
ISERDAC 1st Anniversary: Rising above Crisis through Accelerating	10/13/2021	10/13/2021	2	Instruction	Visayas Socio-Economic Research and
hilippines Digital Transformation SU Newly-Hired Faculty Onboarding	08/19/2021	08/23/2021	24	Foundational	Data Anaystics Center (ViSERDAC) Visayas State University
	- NAME -	100			ALEKS
SU Faculty Onboarding	08/16/2021	08/18/2021	24		Visayas State University
etting Grounded on Analytics	08/08/2021 4/16/2021	08/08/2021 4/16/2021	3 2	Technical Instruction	Development Academy of the Philippines Elsevier
est Practices in Writing and Publishing Your Research Paper chemical Articles and Journals. Choosing the right One for Your	1/29/2021	1/29/2021	2	Instruction	Elsevier
ME VISERDAC Training Series: Developing Fundable Research Proposals	11/13/2020	11/13/2020	² V 2	Instruction	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)
/ebinar on Introduction to Copyright and Fair Use for Educators	8/28/2020	8/28/2020	3	Instruction	Visayas State University
.MS)	05/19/2020	05/21/2020	8	Instruction	Visayas State University , UIIC Web Servi
Developing, Pre-testing, Revising and Monitoring of IEC Material Haming-		1/16/2020	24	Instruction	Technology of Rusiness and Massagement
BE Syllabus and Table of Specifications (TOS) Preparation and Review	12/19/2019	12/19/2019	5	Instruction	Department of Business and Managemen VSU
egional Forum on Economic and Financial Literacy	11/12/2019	11/12/2019	5	Technical	RO8
tock 101: A Guide to First-Time Investors in the Philippine Stock Market	11/08/2019	11/08/2019	5	Technical	Department of Business and Managemen
hort course Training and Workshop on Food Value Chain inancial Management Seminar	10/7/2019	10/11/2019 09/18/2019	40 16	Technical Technical	ASEAN, MAFF, VSU, DFST VSU, ISRDS
raining-Workshop on Parametric and Non-Parametric Analysis for Socio- conomic Research using SPSS	4/4/2019	4/5/2019	16	Technical	Visayas Socio-Economic Research and Data Anaystics Center (ViSERDAC)
(Col	ntinue on separate :	sheet if necessary)	Supplement of the supplement o	Witness Amphibits (F. Allerine)	
VIII. OTHER INFORMATION	N-ACADEMIC DISTI	NCTIONS / RECOG	INITION		MEMBERSHIP IN ASSOCIATION/ORGANIZATIO
31. SPECIAL SKILLS and HOBBIES 32.	Comparation of the control of the co				33. (Write in full) VSU Faculty Assocation
Data Management Scientific Programme Bookkeeping	Data Management Scientific Productivity Award - Non-Sci Indexed Journal Bookkeeping NA				
NA NA				VSU Credit Cooperative	
NA NA					Philippine Association of Practitioners Student Affairs and Services (PAPSA

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34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate	4500 6000 481 20 22200 1 S MAD	
	Bureau or Department where you will be apppointed,	e Anthabara (heaghlachan)	Sur a abivi
	a. within the third degree?	01 00 1 00 1 1 1 1 1 1 1 1 1 1 1 1 1 1	☐ YES ☑ NO
	b. within the fourth degree (for Local Government Unit - Car		YES NO
		AN AN	If YES, give details:
	All the second s	AP AP AP	A.
35.	a. Have you ever been found guilty of any administrative off	iense?	☐ YES ☑ NO
			If YES, give details:
		and with the contract of the c	
	b. Have you been criminally charged before any court?	NAMES ATTEMPTED ASSESSMENT OF THE SERVICE OF THE SE	☐ YES ☑ NO
	sub-Deplints of	7 7 7 9	If YES, give details:
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	그 이렇게 아이들에게 맞는 것이 되면 생물을 잃었다. 얼마나 얼마나 얼마나 얼마나 없는데 사람들이 얼마나 얼마나 얼마나 얼마나 나를 살아지다.	ny law, decree, ordinance or regulation	☐ YES ☑ NO
	by any court or tribunal?	1 (3/08/2023 03/08/2023	If YES, give details:
	Technical Visayas State University COLLADOuv	11V38 02/08/2022 02/10/2023 24	Training Workshop on Bosiness Planning: Topics: Business Nucrei C
DANGE OF CASE	Have you ever been separated from the service in any of the	A CONTROL OF THE PROPERTY OF T	☐ YES ☑ NO
CONTRACTOR STATE	retirement, dropped from the rolls, dismissal, termination, er out (abolition) in the public or private sector?	nd of term, finished contract or phased	If YES, give details:
38.	a. Have you ever been a candidate in a national or local elec-	ection held within the last year (except	YES WAS A DOLL OF NO. 1860 TO
	Barangay election)?	4/30/2622 8/39/2622 10	If YES, give details:
	b. Have you resigned from the government service during the	the three (3)-month period before the last	☐ YES No refusio him themapean Mistea W
	election to promote/actively campaign for a national or local		If YES, give details:
39.	Have you acquired the status of an immigrant or permanent	t resident of another country?	YES VO
	Research Research Continue State University (4), an	3/24/02/5 3/25/20/20 16	If YES, give details (country):
	Research PROLEVENGER Training Center	93100 212/2022 3/19/2022 24	The state of the s
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	ana Carta for Disabled Persons (RA	Ponnio sounasos 2202 inisodulés mandonavo assessounos
	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972),		OS OLIVERA PRINCE OF A MARKET AND A MARKET A
in the same	Are you a member of any indigenous group?	ons 2222022 2422022 24	PROJECT National Semantification of construction of the Prince of the Pr
	Pessagni Natural anan Houston	1 (2/2/2/21 12/2/2/21 16	If YES, please specify:
b.	Are you a person with disability?		YES Places execute ID No.
c.	Are you a solo parent?	37.87.019 (17.9.2015) 18	If YES, please specify ID No:
G .	Are you a solo parent.		☐ YES ☑ NO If YES, please specify ID No:
41.	REFERENCES (Person not related by consanguinity or affinity to applicant	t /appointee)	Philippinas Digital Transformation
	NAME	ADDRESS	TEL. NO.
	NILDA T. AMESTOSO	VSU,VISCA,BAYBAY CITY,LEYTE	563-7358 RUEV
	MARLON M. TAMBIS	VSU,VISCA,BAYBAY CITY,LEYTE	9166836995 303 TuoY 1
	ANALITA A. SALABAO	VSU,VISCA,BAYBAY CITY,LEYTE	9235191103
42.	I declare under oath that I have personally accomplished this	7 LANGER MAINTENANCE IN A SECURIOR	and the special property of discontractions of the special property of the spe
	statement pursuant to the provisions of pertinent laws, re	rules and regulations of the Republic of	the Philippines I
	authorize the agency head / authorized representative to v	verify/validate the contents stated herein.	. I agree that any
- 1	misrepresentation made in this document and its attachme	ents shall cause the filing of administration	ive/criminal case/s
	against me.	WEW 12/19/2019 8	OBC Synchie on 17 able of Supplications (TO: Preparation and Rev
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-	te/Place of Issuance: 1/3/2023	Signature (Sign inside the box)	
	AFface of Issuance.	Date Accomplished	Right Thumbmark
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	Philippine Association of Practitioners of Student All airs and Services (PAPSAS)	ATTY, TAYSIAN C. GUTHOCOR VSU Chief Legal Officer	/ Act
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		Person Administering Oath	and the second s

machment to CS Form No. 212

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 I (Permanent)

• Duration: June 7, 2023 - Present

• Position: Instructor I (Permanent)

Name of Office/Unit: Department of Business and Management

· Immediate Supervisor: Dr. Mark C. Ratilla

 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

Conducted research, instruction and extension activities

Attended relevant trainings and seminars

Summary of Actual Duties

 Teaches Management Related Courses (Investment Management, Financial Management, Principles of Accounting I and II, Managerial Economics, Entrepreneurial Mindset).

Position applied: Instructor I (Temporary)

Duration: August 1, 2022 – July 31, 2023

Position: Instructor I (Temporary)

Name of Office/Unit: Department of Business and Management

Immediate Supervisor: Mr. Bert C. Peñalosa

 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).

Position applied: Instructor I (Substitute)

Duration: August 23, 2021 – July 31, 2022

• Position: Instructor (Substitute)

Name of Office/Unit: Department of Business and Management

• Immediate Supervisor: Dr. Angelita L. Paradero

- Name of Agency/Organization and Location: Visayas State University, ViSCA, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - 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).

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 I (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.

Position applied: Instructor (Part-Time)

- Duration: August 13, 2018 May 31, 2019
- Position: Instructor (Part-Time)
- 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
 - Taught Management Related Courses (Organization and Management of Small Business, Human Behavior in Organization, etc)
 - o Prepares class sessions and activities for students to grasp the course content
 - o Performs other related functions

Position applied: Science Research Assistant

- Duration: June 25, 2018 August 10, 2018
- Position: Science Research Assistant
- Name of Office/Unit: Extension and Socio-Economics Division (ESED)
- Immediate Supervisor: Prof. Marlon M. Tambis
- Name of Agency/Organization and Location: PhilRootcrops, Visayas State University, ViSCA, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Given the costing and feasibility analysis of the cassava based products
 - Summary of Actual Duties
 - Responsible in costing and feasibility analysis of cassava based products

o Performs other related activities by the supervisor

VINCE G. LAO
(Signature over Printed Name of Employee/Applicant)

Date: 4/13/14