

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 () 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)

I. PERSONAL INFORMATION

2. SURNAME	RAMOS		
FIRST NAME	DONNA CHRISTENE		NAME EXTENSION (JR., SR) N/A
MIDDLE NAME	QUINLOG		
3. DATE OF BIRTH (mm/dd/yyyy)	04/10/1994	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	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
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	1313 ZONE 1 House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.55	ZIP CODE	6521
8. WEIGHT (kg)	54		
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	1313 ZONE 1 House/Block/Lot No. Street GUADALUPE Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	2005057011	ZIP CODE	6521
11. PAG-IBIG ID NO.	917019981101		
12. PHILHEALTH NO.	13-025216780-4	19. TELEPHONE NO.	N/A
13. SSS NO.	N/A	20. MOBILE NO.	09776371800
14. TIN NO.	457-369-656	21. E-MAIL ADDRESS (if any)	donnachristeneramos04@gmail.com
15. AGENCY EMPLOYEE NO.	VOO924		

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		NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME		N/A		
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	RAMOS			
FIRST NAME	DANY	NAME EXTENSION (JR., SR)		
MIDDLE NAME	SOMOZA	N/A		
25. MOTHER'S MAIDEN NAME	MA. NENA BERNASOR QUINLOG			
SURNAME	RAMOS			
FIRST NAME	MA. NENA			
MIDDLE NAME	QUINLOG			

(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	VISCA FOUNDATION ELEMENTARY SCHOOL	PRIMARY EDUCATION	2001	2006	Graduated	2006	WITH HIGH HONORS
SECONDARY	VISAYAS STATE UNIVERSITY LABORATORY HIGH SCHOOL	HIGH SCHOOL	2006	2010	Graduated	2010	WITH HIGH HONORS
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE UNIVERSITY MAIN CAMPUS	BACHELOR OF SCIENCE IN BIOTECHNOLOGY	2010	2014	Graduated	2014	WITH HIGH HONORS
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BAÑOS	MASTER OF SCIENCE IN MOLECULAR BIOLOGY AND BIOTECHNOLOGY	2017	2022	Graduated	2022	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	June 27, 2023
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IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	PD 907- HONOR GRADUATE	N/A	05/09/14	BAYBAY CITY, LEYTE	100108140180	05/09/2014
	DRIVER'S LICENSE	N/A	01/09/21	BAYBAY CITY, LEYTE	H12-16-000621	09/01/2021

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	<i>Ramf</i>	DATE	June 27, 2023
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29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	NONE				

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

INCLUSIVE DATES OF				

[illegible]













VIII. OTHER INFORMATION

NON-ACADEMIC DISTINCTIONS / RECOGNITION			MEMBERSHIP IN ASSOCIATION / ORGANIZATION
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31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Administrative/laboratory works	NONE	Member - The Philippine Society for Lactic Acid Bacteria, Inc.
Computer applications/software		Member- Philippine Society for Microbiology, Inc. - Bicol Chapter
Video & audio transcription		Regular Member- Philippine Society for Microbiology, Inc. (PSM)
Photo editing & basic photography		Member-The Philippine Society of Biochemistry and Molecular Biology Inc.
Playing musical instruments (violin, guitar, etc)		Member- Philippine Association of Physics and Science Instructors (PAPSI)
Mountain climbing/ hiking		Adviser-Visayas State University Biotechnological Society (VSU-BS)
Baking		Member-VSU Alumni Association, Inc.

SIGNATURE	<i>[Signature]</i>	DATE	June 17 2023
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June 27, 2023

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 type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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?	<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><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL NO.</th></tr></thead><tbody><tr><td>MA. THERESA P. LORETO</td><td>VSU, Visca, Baybay City, Leyte</td><td>565 0600 local 1119</td></tr><tr><td>MARCIANA B. GALAMBAO</td><td>VSU, Visca, Baybay City, Leyte</td><td>565 0600 local 1099</td></tr><tr><td>LOURD FRANZ M. GABUNADA</td><td>VSU, Visca, Baybay City, Leyte</td><td>565 0600 local 1099</td></tr></tbody></table>		NAME	ADDRESS	TEL NO.	MA. THERESA P. LORETO	VSU, Visca, Baybay City, Leyte	565 0600 local 1119	MARCIANA B. GALAMBAO	VSU, Visca, Baybay City, Leyte	565 0600 local 1099	LOURD FRANZ M. GABUNADA	VSU, Visca, Baybay City, Leyte	565 0600 local 1099
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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.: P6246219B</td></tr><tr><td>Date/Place of Issuance: Feb 09, 2021 /DFA NCR WEST</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.: P6246219B	Date/Place of Issuance: Feb 09, 2021 /DFA NCR WEST	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>June 27, 2023</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	June 27, 2023	Date Accomplished				
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 Right Thumbmark													
SUBSCRIBED AND SWORN to before me this 12 JUL 2023 , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td> ATTY. RYSA M.C. GUINOCOR VSU Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>		 ATTY. RYSA M.C. GUINOCOR VSU Legal Officer	Person Administering Oath										
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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: **August 02, 2016 – Present**
- Position: **Instructor I**
- Name of Office/Unit: **Department of Biotechnology**
- Immediate Supervisor: **Lourd Franz M. Gabunada**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- *List of Accomplishments and Contributions:*

- ✓ Teaches lecture and laboratory undergraduate biotechnology courses (Methods in Recombinant DNA Technology, Cell and Molecular Biology, Molecular and Cell Immunology, Fundamentals of Bioprocessing, Downstream Processing and Process Control, Molecular Toxicology), chemistry (General Chemistry, General Inorganic Chemistry II), and general courses (Science, Technology, and Society).
- ✓ Thesis Adviser and Student Research Committee Member, BS in Biotechnology-4
- ✓ Adviser, VSU Biotechnological Society
- ✓ Academic adviser, BS in Biotechnology students
- ✓ Performs administrative functions and other assigned tasks

- *Summary of Actual Duties:*

- To conduct classes as scheduled; to conduct examination (mid/final/long hours/quizzes), maintain class record, and correct and return test papers on time; to submit grades and turn over class records to department head two weeks after the finals examination; to participate in other teaching activities required of them; to report to class on time and pass clearance after end of semester

- Duration: **June 02, 2014 – May 31, 2016**
- Position: **Science Research Assistant**
- Name of Office/Unit: **PhilRootcrops Research and Training Center (PhilRootcrops)**
- Immediate Supervisor: **Edgardo E. Tulin**
- Name of Agency/Organization and Location: **Visayas State University, Visca, Baybay City, Leyte**

- *List of Accomplishments and Contributions:*

- Development of a dipstick kit for the rapid identification of true-to-type "carabao" mango variety.

- *Summary of Actual Duties:*

- Project Name: Genetic Markers and Immuno-based Identification of Philippine Carabao Mango
- Conducts experiments in Component 2 of the said project; assists project staff in ordering of chemicals for the project; performs extraction and purification of collected mango samples for identification of carabao mango-specific protein marker; prepares buffers and solutions needed for extraction of carabao mango-specific protein; performs experiments on the generation of polyclonal antibodies in rabbits and titration of the activity of the generated antibody; conducts sensitivity assay of the generated antisera; assists project staff in developing dipstick kit for detection; conducts testing of diagnostic kit in the laboratory and in the field; assists project leader in writing project progress and terminal reports.


DONNA CHRISTENE Q. RAMOS

Date: June 27, 2013