

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                    | TAN   |   |   |
| FIRST NAME                    | GIDEON NIEL   |   | NAME EXTENSION (JR., SR)  |
| MIDDLE NAME                   | DIAMANTE  |   |   |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 12/21/1992  | 16. CITIZENSHIP   | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship<br><input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization<br>Pls. indicate country: |
| 4. PLACE OF BIRTH             | BAYBAY, LEYTE   | If holder of dual citizenship, please indicate the details. |   |
| 5. SEX                        | <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female  |   |   |
| 6 CIVIL STATUS                | <input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s: | 17. RESIDENTIAL ADDRESS                                     | 91 KILBOURNE<br>House/Block/Lot No. Street<br>VSU PANGASUGAN<br>Subdivision/Village Barangay<br>BAYBAY LEYTE<br>City/Municipality Province  |
| 7. HEIGHT (m)                 | 1.65  | ZIP CODE  | 6521  |
| 8. WEIGHT (kg)                | 60  | 18. PERMANENT ADDRESS                                       | 91 KILBOURNE<br>House/Block/Lot No. Street<br>VSU PANGASUGAN<br>Subdivision/Village Barangay<br>BAYBAY LEYTE<br>City/Municipality Province  |
| 9. BLOOD TYPE                 | B+  | ZIP CODE  |   |
| 10. GSIS ID NO.               |   | 19. TELEPHONE NO.   | (053) 563-7388  |
| 11. PAG-IBIG ID NO.           | 121238179005  | 20. MOBILE NO.  | 0908 988 1869   |
| 12. PHILHEALTH NO.            | 13-025158739-7  | 21. E-MAIL ADDRESS (if any)                                 | <a href="mailto:gideonniel.tan@vsu.edu.ph">gideonniel.tan@vsu.edu.ph</a>  |
| 13. SSS NO.                   | N/A   |   |   |
| 14. TIN NO.                   | 485-229-058   |   |   |
| 15. AGENCY EMPLOYEE NO.       | V01104  |   |   |

II. FAMILY BACKGROUND

|                          |               |                          |   |                            |
|--------------------------|---------------|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME     | TAN           |                          | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME               | ZORABABEL     | NAME EXTENSION (JR., SR) | ALTHEA FREYDEL S. TAN                               | 07/29/2019                 |
| MIDDLE NAME              | SUETAS        |                          |   |                            |
| OCCUPATION               | housewife     |                          |   |                            |
| EMPLOYER/BUSINESS NAME   | NA            |                          |   |                            |
| BUSINESS ADDRESS         | NA            |                          |   |                            |
| TELEPHONE NO.            | NA            |                          |   |                            |
| 24. FATHER'S SURNAME     | TAN           |                          |   |                            |
| FIRST NAME               | DANIEL LESLIE | NAME EXTENSION (JR., SR) |   |                            |
| MIDDLE NAME              | SUEDE         |                          |   |                            |
| 25. MOTHER'S MAIDEN NAME |               |                          |   |                            |
| SURNAME                  | DIAMANTE      |                          |   |                            |
| FIRST NAME               | JULIE         |                          |   |                            |
| MIDDLE NAME              | COSICO        |                          | (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                | ALPHA CHRISTIAN SCHOOL                            | ELEMENTARY   | 1997                 | 2003 |  | 2003           |                                       |
| SECONDARY                 | VISAYAS STATE UNIVERSITY - LABORATORY HIGH SCHOOL | HIGH SCHOOL  | 2003                 | 2009 |  | 2009           |                                       |
| VOCATIONAL / TRADE COURSE | N/A   | N/A  | N/A                  | N/A  |  | N/A            |                                       |
| COLLEGE                   | VISAYAS STATE UNIVERSITY-MAIN                     | BS in Agribusiness   | 2009                 | 2013 |  | 2013           |                                       |
| GRADUATE STUDIES          | UNIVERSITY OF THE PHILIPPINES - LOS BANOS         | Master of Management in Agribusiness Management and Entrepreneurship | 2016                 | 2018 |  | 2019           | CHED k12                              |

|           |   |      |           |
|-----------|---|------|-----------|
| SIGNATURE |  | DATE | 9/18/2024 |
|-----------|---|------|-----------|



IV. CIVIL SERVICE ELIGIBILITY

| 27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE | RATING<br>(If Applicable) | DATE OF EXAMINATION / CONFERMENT | PLACE OF EXAMINATION / CONFERMENT       | LICENSE (if applicable) |                  |
|--|---------------------------|----------------------------------|---|-------------------------|------------------|
|  |                           |                                  |   | NUMBER                  | Date of Validity |
| DRIVER'S LICENSE   |                           | Dec 1, 2022                      | BAYBAY CITY, LEYTE                      | H12-12-002130           | Dec 1, 2022      |
| CAREER SERVICE PROFESSIONAL ELIGIBILITY  | 85.54                     | MAY 19, 2014                     | KAPANGIAN CENTRAL SCHOOL, TACLOBAN CITY | 13-125845               | May 19, 2014     |
|  |                           |                                  |   |                         |                  |
|  |                           |                                  |   |                         |                  |
|  |                           |                                  |   |                         |                  |
|  |                           |                                  |   |                         |                  |
|  |                           |                                  |   |                         |                  |

(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.

| 28. INCLUSIVE DATES<br>(mm/dd/yyyy) |            | POSITION TITLE<br>(Write in full/Do not abbreviate) | DEPARTMENT / AGENCY / OFFICE / COMPANY<br>(Write in full/Do not abbreviate) | MONTHLY SALARY | SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0") INCREMENT | STATUS OF APPOINTMENT | GOV'T SERVICE (Y/ N) |
|-------------------------------------|------------|---|---|----------------|--|-----------------------|----------------------|
| From                                | To         |   |   |                |  |                       |                      |
| 04/22/2024                          | present    | Assistant Professor II                              | VISAYAS STATE UNIVERSITY  | 41,616.00      |  | Permanent             | Y                    |
| 1/1/2024                            | 04/21/2024 | Instructor I  | VISAYAS STATE UNIVERSITY  | 30,989.00      |  | Permanent             | Y                    |
| 1/1/2023                            | 12/31/2023 | Instructor I  | VISAYAS STATE UNIVERSITY  | 29,449.00      |  | Permanent             | Y                    |
| 3/6/2022                            | 12/31/2022 | Instructor I  | VISAYAS STATE UNIVERSITY  | 27,892.00      |  | Permanent             | y                    |
| 1/1/2022                            | 2/6/2022   | Instructor I  | VISAYAS STATE UNIVERSITY  | 27,892.00      |  | Temporary             | y                    |
| 1/1/2021                            | 12/31/2021 | Instructor I  | VISAYAS STATE UNIVERSITY  | 26,052.00      |  | Temporary             | y                    |
| 1/1/2020                            | 12/31/2020 | Instructor I  | VISAYAS STATE UNIVERSITY  | 24,495.00      |  | Temporary             | y                    |
| 10/1/2019                           | 12/31/2019 | Instructor (Substitute)                             | VISAYAS STATE UNIVERSITY  | 22,938.00      |  | Temporary             | Y                    |
| 10/8/2018                           | 12/31/2018 | Instructor (Substitute)                             | VISAYAS STATE UNIVERSITY  | 22,149.00      |  | Temporary             | Y                    |
| 1/2/2014                            | 05/31/2016 | SCIENCE RESEARCH ASSISTANT                          | VISAYAS STATE UNIVERSITY  | 20,000.00      |  | CONTRACTUAL           | N                    |
| 1/12/2013                           | 1/31/2014  | SCIENCE RESEARCH ASSISTANT                          | VISAYAS STATE UNIVERSITY  | 11,000.00      |  | CONTRACTUAL           | Y                    |
| 1/9/2013                            | 9/14/2013  | ENUMERATOR  | DAR   | 7,000.00       |  | CONTRACTUAL           | Y                    |
| 1/7/2013                            | 7/31/2013  | PROJECT SUPPORT STAFF                               | ATI-8   | 5,000.00       |  | CONTRACTUAL           | Y                    |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |
|                                     |            |   |   |                |  |                       |                      |

(Continue on separate sheet if necessary)

SIGNATURE



DATE

9/18/2024



# VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

| 29.  | NAME & ADDRESS OF ORGANIZATION<br>(Write in full) | INCLUSIVE DATES<br>(mm/dd/yyyy) |    | NUMBER OF HOURS | POSITION / NATURE OF WORK |
|------|---|---------------------------------|----|-----------------|---------------------------|
|      |   | From                            | To |                 |                           |
| NONE |   |                                 |    |                 |                           |

(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)

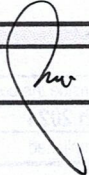
| 30. | TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS<br>(Write in full)   | INCLUSIVE DATES OF<br>ATTENDANCE<br>(mm/dd/yyyy) |            | NUMBER OF HOURS | Type of LD<br>(Managerial/<br>Supervisory/<br>Technical/etc) | CONDUCTED/ SPONSORED BY<br>(Write in full)   |
|-----|--|--|------------|-----------------|--|--|
|     |  | From   | To         |                 |  |  |
|     | Resource Speaker. Agribusiness Masterclass II  | 09/28/2023                                       | 09/29/2023 | 4.0             | Technical  | Visayas Consortium for Agriculture, Aquatic and Natural Resource Program   |
|     | Attendee. Orientation on the Harmonized Client Satisfaction Measurement  | 09/21/2023                                       | 09/21/2023 | 4.0             | Technical  | ARTA   |
|     | Trainee. Internal Quality Audit Training   | 08/14/2023                                       |            | 16.0            | Technical  | AGF Consulting Group   |
|     | Paper Presenter in the Philippine Economic Society - Visayas Regional Forum with the theme "Sustaining Inclusive Pathways for Innovation and Growth in the Visayas"                    | 10/10/2023                                       | 10/10/2023 | 4.0             | Technical  | Philippine Economic Society and Visayas State University   |
|     | Participant in the 16th UP Mindanao Supply Chain Management Forum  | 03/17/2023                                       | 03/17/2023 | 4.0             | Technical  | University of the Philippines - Mindanao   |
|     | Paper presenter in the Economy and Environment Group (EEG) 2nd National Conference   | 03/22/2023                                       | 03/24/2023 | 24.0            | Technical  | Economy and Environment Group Philippines  |
|     | Participant in the webinar "Get it Right, Get it Done! Tips in Writing in a Social Science Academic Journal"   | 05/12/2023                                       | 05/12/2023 | 4.0             | Technical  | Socio-Economic Research and Data Analytics Center- University of the Philippines Visayas   |
|     | Participant in the Gender and Agriculture in a Changing Climate Southeast Asia Regional Workshop   | 06/12/2022                                       | 08/12/2022 | 24.0            | Technical  | Consultative Group for International Agricultural Research (CGIAR)-Plant Health Initiative and ASEAN FAW Action Plan                       |
|     | Participant in the Training Workshop on Risk Assessment  | 11/24/2022                                       | 11/25/2022 | 16.0            | Technical  | Visayas State University   |
|     | Poster presenter at the 2022 International Agriculture Conference (TropAg 2022)  | 10/31/2022                                       | 02/11/2022 | 16.0            | Technical  | University of Queensland   |
|     | Paper presenter at the 2022 Innovation for Resilient Agriculture Agricultural International Conference   | 10/19/2022                                       | 10/20/2022 | 16.0            | Technical  | Chiang Mai University  |
|     | Participant in Basic Video Editing Course  | 08/03/2022                                       | 09/03/2022 | 16.0            | Technical  | Visayas Socio-Economic Research and Data Analytics Center - Visayas State University   |
|     | PRESENTER and PARTICIPANT. 2021 Virtual ISSAS National Scientific Congress   | 12/16/2021                                       | 12/17/2021 | 16.0            | technical  | University of the Philippines Los Baños - International Society for Southeast Asian Agricultural Sciences                                  |
|     | PRESENTER and PARTICIPANT. GAME 2021: Breaking the Mold Agribusiness and Entrepreneurship Amid Disruptive Forces   | 11/18/2021                                       | 11/19/2021 | 16.0            | technical  | Department of Agribusiness Management and Entrepreneurship, College of Economics and Management, University of the Philippines - Los Baños |
|     | ATTENDED. Corrective Action Reporting  | 07/29/2021                                       | 07/29/2021 | 8.0             | technical  | AGF Consulting Group   |
|     | ATTENDED. DBM Region VIII Customer Satisfaction Survey Online Orientation for Administrative Officers and Liaison Officer  | 06/17/2021                                       | 06/17/2021 | 8.0             | technical  | Department of Budget and Management - Regional Office No 8   |
|     | ATTENDED. PAEDA 1ST International Conference and 51st National Convention with the theme "Building Resiliency through Agriculture, Aquatic, and Natural Resource (AANR) Innovations in | 03/06/2021                                       | 04/06/2021 | 16.0            | Technical  | Philippines Agriculture and Economic Development Association   |
|     | PARTICIPANT. Control your Records Before They Control You: The Basics of Records Management and Records Control  | 01/27/2021                                       | 01/27/2021 | 8.0             | Technical  | Department of Science of Technology - Science and Technology Information Institute (DOST-STII)   |
|     | PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Non-parametric Analysis using SPSS                                  | 04/30/2021                                       | 04/30/2021 | 3.0             | Technical  | Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University                   |
|     | PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Non-parametric Analysis using SPSS                                  | 04/30/2021                                       | 04/30/2021 | 3.0             | Technical  | Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University                   |
|     | PARTICIPANT. Webinar Series on Statistical Analysis using IBM SPSS Software for Management and Economic Research - Correlation Analysis using SPSS                                     | 05/03/2021                                       | 05/03/2021 | 3.0             | Technical  | Visayas Socio-Economic Research and Data Analytics Center, College of Management and Economics, Visayas State University                   |

(Continue on separate sheet if necessary)

## VIII. OTHER INFORMATION

| 31. | SPECIAL SKILLS and HOBBIES | 32. | NON-ACADEMIC DISTINCTIONS / RECOGNITION<br>(Write in full) | 33. | MEMBERSHIP IN ASSOCIATION/ORGANIZATION<br>(Write in full)           |
|-----|----------------------------|-----|--|-----|---|
|     | MUSIC                      |     |  |     | VSU ALUMNI ASSOCIATION  |
|     | MICROSOFT OFFICE PROGRAMS  |     |  |     | UPLB ALUMNI ASSOCIATION   |
|     |                            |     |  |     | ACIAR Philippines Agribusiness Masterclass                          |
|     |                            |     |  |     | Philippine Agriculture and Economic Development Association (PAEDA) |

(Continue on separate sheet if necessary)

| SIGNATURE   | DATE      |
|---|-----------|
|  | 9/18/2024 |



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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ 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?

☐ YES☒ 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?

☒ YES☐ NO

If YES, give details:

END OF CONTRACT

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?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:


☐ YES☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

| NAME                      | ADDRESS                 | TEL. NO. |
|---------------------------|-------------------------|----------|
| DR. ANTONIO P. ABAMO      | VSU, VISCA, BAYBAY CITY |          |
| DR. NILDA T. AMESTOSO     | VSU, VISCA, BAYBAY CITY |          |
| MR. NORMITO R. ZAPATA JR. | UPLB, LOS BANOS, LAGUNA |          |

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.



GIDEON NIEL D. TAN

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)  
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: LTO - DRIVER'S LICENSE


ID/License/Passport No.: H12-12-002130

Date/Place of Issuance: Dec 1, 2022/BAYBAY CITY, LEYTE

Signature (Sign inside the box)

15 March 2024

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 23 OCT 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYAN C. GUINOCOR

VSU Chief Legal Officer

Person Administering Oath

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## 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.

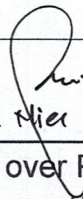
- **Duration:** Aug 10, 2018 to present
- **Position:** Instructor I to Assistant Prof II
- **Name of Office/Unit:** Department of Business and Management
- **Immediate Supervisor/s:** Dr. Nilda T. Amestoso, Dr. Analita A. Salabao, Dr. Antonio P. Abamo, Dr. Angelita L. Paradero, Mr. Bert C. Peñalosa, Dr. Mark C. Ratilla
- **Name of Agency/Organization and Location:** Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Teaches assigned subjects and performs other teaching related functions (ie admin functions),
  - Conducted research project as component leader or a project staff.
  - Conducted Extension services such as serving as resource speaker, leading an extension project
- Summary of Actual Duties
  - Teaches assigned subjects and performs other teaching related functions
  - Performs research and/ or extension functions
  - Performs administrative functions.

- **Duration:** Feb 1, 2014 to May 31, 2016
- **Position:** Science Research Assistant
- **Name of Office/Unit:** Department of Business and Management
- **Immediate Supervisor/s:** Dr. Antonio P. Abamo
- **Name of Agency/Organization and Location:** Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - wrote reports on the study on vegetable value chains in Southern Philippines



- Summary of Actual Duties

- interviewed different respondents such as farmers and businessmen
- Encode, tabulate and analyze all the data gathered including the writing of appropriate periodic reports in connection with the conduct and implementation of the project activities.
- Coordinates with other project team members through the Project team leader in implementing field activities for the development of vegetable value chains
- Perform other duties assigned by the Project Leader in connection with the research project.

  
Gidan Mier P-2a

(Signature over Printed Name  
of Employee/Applicant)

Date: 9/18/2024