

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	Cardaño		
FIRST NAME	Chinelo	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Mendez		
3. DATE OF BIRTH (mm/dd/yyyy)	12/10/1994	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: Philippines
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	Caday Boarding House House/Block/Lot No. Street Zone 1 Guadalupe (Utod) Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province ZIP CODE 6521
7. HEIGHT (m)	1.25	18. PERMANENT ADDRESS	
8. WEIGHT (kg)	48.00		
9. BLOOD TYPE	A+	ZIP CODE	
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121202367879	ZIP CODE	
12. PHILHEALTH NO.	130253682788		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	474756878	20. MOBILE NO.	935-979-7124
15. AGENCY EMPLOYEE NO.	V01207	21. E-MAIL ADDRESS (if any)	chinelo.cardano@vsu.edu.ph

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	N/A	NAME EXTENSION (JR., SR) N/A	N/A	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	CARDANO			
FIRST NAME	ARISTON	NAME EXTENSION (JR., SR)		
MIDDLE NAME	CARDENES			
25. MOTHER'S MAIDEN NAME	MARIA ROMERAL MENDEZ			
SURNAME	CARDANO			
FIRST NAME	MARIA			
MIDDLE NAME	MENDEZ			

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	Elementary	2001	2007	Grade 6	2007	Salutatorian
SECONDARY	La Consolacion College	High School	2007	2011	4th Year High School	2011	Valedictorian
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Biotechnology (Major in Industrial Biotechnology)	2011	2015	4th Year College	2015	Cum Laude
GRADUATE STUDIES	LIVERPOOL JOHN MOORES UNIVERSITY	MSc NATURAL PRODUCTS DISCOVERY	2022	2023	MSc Degree	2023	With Distinction

SIGNATURE		DATE	09/11/2024
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IV. CIVIL SERVICE ELIGIBILITY

[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.

[illegible]

(Continue on separate sheet if necessary)

(Continue on separate sheet if necessary)			
SIGNATURE		DATE	09/11/2024

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			
	TEAM SUNGKIP through Ideas Positive facebook.com/sungkipPh/	06/10/2019	06/10/2019	8	Volunteer	
(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			
	Seminar Workshop on 5S at the Workplace	07/30/2024	07/30/2024	4	Technical	Visayas State University
	Training Workshop on Risk and Crisis Communication	07/25/2024	07/26/2024	16	Research	SEARCA- USDA-FAS
	CY 2024 RD In-House Review	07/11/2024	07/11/2024	1	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	CY 2024 RD In-House Review	07/08/2024	07/08/2024	1	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	CY 2024 RD In-House Review	07/08/2024	07/12/2024	3	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	Research Proposal Writing	03/11/2024	03/12/2024	16	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	CY 2024 Research Writeshop	02/21/2024	02/21/2024	8	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	19th Biotechnology Week Biotechnology 101 for Educators and Students (Resource Person)	11/22/2023	11/22/2023	8	Research	DA Biotech Program Office 4/F DA-Office of the Secretary New Building, Elliptical Road, Diliman, Quezon City 1100
	Nanotechnology Research that Matters	02/16/2022	02/16/2022	2	Research	DOST-ITDI
	VSU Faculty Onboarding "Padayon VSU"	02/07/2022	02/08/2022	16	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	Trends in Soft Matter Research and Its Applications	02/04/2022	02/04/2022	4	Research	Department of Physics, College of Arts and Sciences
	Talakayang HeaRT(Health Research and Technology)Beat on Health Research Awards	01/26/2022	01/26/2022	2	Research	DOST-PCHRD
	Dr. Jose Rizal, the Medical Scientist	01/25/2022	01/25/2022	3	Research	DOST-PCHRD
	"HeaRt for the Filipino: Pananaliksik Pangkalusugan para sa Pilipino	01/22/2022	01/22/2022	2	Research	DOST-PCHRD
	FORUM: How I Became a Neuroscientist: Challenges and Opportunities for Aspiring Filipino Neuroscientist	01/13/2022	01/13/2022	2	Research	Eastern Visayas Health Research and Development Consortium (EVHRDC)
	Lecture: Neuroscience of Pain: Role of the Peripheral Nervous System and the Discovery of a Novel Analgesic	01/12/2022	01/12/2022	2	Research	Eastern Visayas Health Research and Development Consortium (EVHRDC)
	Regional Health Research Symposium: Day 1	11/24/2021	11/24/2021	16	Research	Eastern Visayas Health Research and Development Consortium (EVHRDC)
PLEASE SEE ATTACHMENT A						
(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)	
	N/A		N/A		N/A	
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	09/11/2024	

Attachment A.1

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			
	PHREB NATIONAL CONFERENCE (3rd)	11/09/2021	11/09/2021	8	Research	DOST-PCHRD & PHREB
	Seminar/Lecture on Intellectual Property Awareness and Commercialization of Technologies	11/04/2021	11/04/2021	8	Research	OVPREI- Office of the Director for Innovation and TBI VSU
	Re-Orientation of Employees' Duties and Responsibilities and Good Customer Service	09/23/2021	09/23/2021	4	Technical	Office of the Director for Human Resource Management
	VSU Faculty Onboarding "Welcome Academic Year 2021-2022"	08/16/2021	08/18/2021	24	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	First International Webinar Series "Biotechnology: Breaking Scientific Limitations"	07/21/2021	07/23/2021	24	Research	Department of Biotechnology
	Laboratory Animal Training for Biomedical Research Virtual Lectures	04/12/2021	05/03/2021	32	Research	UP-NSRI, UP DILIMAN IACUC, PCHRD
	RRDEN & VICARP Regional Research and Development/Extension Symposium	03/23/2021	03/24/2021	16	Research	RRDEN and VICARP
	Livestock Biotechnology Center- Virtual Research Proposal Writing Workshop	02/23/2021	02/26/2021	24	Research	DA- Livestock Biotechnology Center
	ScienceDirect Articles and Journals: Choosing the Right One for Your Research	01/29/2021	01/29/2021	4	Research	DOST-PCIEERD
	HERDIN PLUS Online Learning	01/06/2021	01/06/2021	8	Research	DOST-PCHRD
	Training-Workshop on the Packaging of Collaborative Research Proposal	11/19/2020	11/19/2020	8	Research	Philippine-California Advanced Research Institutes (Program) of the CHED
	Introduction to Genomic Technologies	10/01/2020	02/22/2022	32	Research	Authorized by John Hopkins University through Coursera
	Webinar on Online Digital Marketing	09/10/2020	09/29/2020	32	Technical	OVPREI - Director for Innovation
	Google Classroom Workshop for VSU Faculty (Batch 3 of 3)	06/02/2020	06/04/2020	24	Instruction	"Visayas State University (VSU), Visca, Baybay City, Leyte "
	RRDEN & VICARP Regional Research and Development/Extension Symposium	11/26/2019	11/27/2019	16	Research	RRDEN and VICARP
	Basic Mountaineering Course	10/26/2019	10/27/2019	24	Technical	Mountaineering Federation of the Philippines
	ZOE TM Fluorescent Cell Imager Training	02/07/2019	02/07/2019	8	Research	Lifeline Diagnostics and Bio-Rad
	RRDEN & VICARP Regional Research and Development/Extension Symposium	11/21/2018	11/23/2018	24	Research	RRDEN and VICARP
	Workshop on Participatory Assessment on the Gains, Challenges and Opportunities in Piloting Effective Models of ISARD	11/19/2018	11/20/2018	16	Research	SEARCA
	SEARCA Regional Professorial Chair Lecture on Microbial-Induced Mobilization of Micronutrients in Soil for Increased Yield and Improved Nutritional Quality of Sweetpotato and Purple Yam	03/20/2018	03/20/2018	2	Research	"Office of the Vice President for Research and Extension (OVPRE), VSU, Visca, Baybay, City "
	PPSQ-31/33 B Training	03/12/2018	03/16/2018	40	Research	Shimadzu Corporation
	Safety Handling of Horizontal Laminar Flow Hood Cabinet	10/12/2016	10/12/2016	1	Technical	NSF Accredited Biosafety Cabinet Field Certifier
	Bio-Rad S3e TM Cell Sorter	07/05/2016	07/07/2016	12	Technical	Lifeline Diagnostics and Bio-Rad
	41ST-Annual PSBMB Convention	12/04/2014	12/05/2014	16	Research	PHILIPPINE SOCIETY OF MOLECULAR BIOLOGY AND BIOTECHNOLOGY (PSBMB)
SIGNATURE						
DATE						
09/11/2024						

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 - May 15, 2024)
Dr. James A. Patindol (May 15, 2024 - 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


CHINELE M. CARDANO
 (Signature over Printed Name
 of Employee/Applicant)
 Date: September 11, 2024