

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	VALIDA		
FIRST NAME	ALJAY	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	DARIA		
3. DATE OF BIRTH (mm/dd/yyyy)	2/20/1988	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Baybay City, Leyte	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:
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	
7. HEIGHT (m)	1.77	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	83		Brgy. Guadalupe
9. BLOOD TYPE	"O"		Subdivision/Village Barangay
10. GSIS ID NO.	2004024982		Baybay Leyte
11. PAG-IBIG ID NO.	1211-2735-5118		City/Municipality Province
12. PHILHEALTH NO.	13-000098748-5	6521	
13. SSS NO.	N/A	18. PERMANENT ADDRESS	
14. TIN NO.	286-174-472	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	V00691		Brgy. Guadalupe
			Subdivision/Village Barangay
			Baybay Leyte
			City/Municipality Province
		6521	
		19. TELEPHONE NO.	563-1195
		20. MOBILE NO.	09265545664
		21. E-MAIL ADDRESS (if any)	aljay_valida18@yahoo.com

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	
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	Valida			
FIRST NAME	Alberto	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Ferrer			
25. MOTHER'S MAIDEN NAME				
SURNAME	Daria			
FIRST NAME	Gina			
MIDDLE NAME	Esquibel		(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	1992	1999		1999	with Honors
SECONDARY	Visca Laboratory Highschool	HIGH SCHOOL	2000	2004		2004	with Honors
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	Visayas State University	BS Agriculture	2005	2009		2009	Cum Laude
GRADUATE STUDIES	Visayas State University	MS Horticulture	2010	2013		2013	

(Continue on separate sheet if necessary)	
SIGNATURE	DATE
	10/7/2022

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
	Career Service Professional Examination	N/A	N/A	PD 907 – Honor Graduate	N/A	N/A
	Agriculturist	83.67%	8/13/2009	Tacloban City	0010061	8/20/2009

(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		DATE	6/7/22
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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		
	N/A	N/A	N/A	N/A	N/A

(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			
	8th International Conference on Agribusiness Economics and Management (ICAEM2016)	11/26/2016	11/28/2016	24.0	Technical	AHR, ACIAR
	Postharvest Brochure/Fact sheet workshop	11/24/2016	11/25/2016	16.0	Technical	AHR, ACIAR
	2016 International Research Colloquium (2016 IRC)	5/26/2016	5/27/2016	16.0	Technical	AHR, ACIAR
	Exchange Research Course	7/13/2015	7/25/2015	168.0	Technical	KMUTT
	Training Course : Postharvest Handling System of Agricultural Commodities	7/25/2015	8/25/2015	720.0	Technical	KMUTT
	Seminar-Workshop on the Implementation of Outcomes- Based Education (OBE)	6/4/2015	6/5/2015	16.0	Supervisory	Visayas State University
	28th Joint VICARP and RRDEN Regional, Research, Development and Extension Symposium	3/17/2015	3/18/2015	16.0	Technical	Visayas State University
	VSU Web Development Workshop	1/19/2015	1/21/2015	32.0	Technical	Visayas State University
	The 3rd Asia Pacific Symposium on Postharvest Research, Education and Extension	12/8/2014	12/11/2014	24.0	Technical	ACTAHORT
	Information Sessions on STRIDE	10/21/2014	10/21/2014	4.0	Technical	USTRIDE
	Mapping of Soybean Aphid Resistance Genes from Plant Introduction (PI) 567598B	10/7/2014	10/7/2014	4.0	Technical	Visayas State University
	ACIAR-PCAARRD southern Philippines Fruits & Vegetables Programs	9/4/2014	9/5/2014	16.0	Technical	ACIAR-PCAARRD
	29th International Horticultural Congress 2014	8/17/2014	8/22/2014	48.0	Technical	ACIAR
	Pre Congress Training Postharvest Horticulture	8/13/2014	8/15/2014	24.0	Technical	ACIAR
	2014 Fresh Produce Safety Conference: Accelerating Australian & New Zealand Food Safety Research	8/11/2014	8/11/2014	4.0	Technical	AHR, ACIAR
	Biometrics Refresher Course	6/24/2104	6/27/2104	32.0	Technical	ACIAR
	2nd Consultative Workshop on Vegetable Industry Analysis and Development Directions in Eastern Visayas	3/20/2014	3/22/2014	24.0	Technical	DA
	3rd National DOST-SEI ASTHRDP-NSC Scholars' Conference	2/7/2014	2/8/2014	8.0	Technical	DOST-SEI
	2nd Southeast Asia Symposium on Quality Management in Postharvest Systems (SEAsia2013) and Asia Pacific Conference on Postharvest Systems Improvement for Food Security and Poverty Reduction (APC2013)	12/4/2013	12/6/2013	24.0	Technical	DOH
	ACIAR Postharvest Project-Inception and planning meeting	11/25/2013	11/26/2013	16.0	Managerial	ACIAR
	Symposium on High Value Crops and Organic Horticulture Development for Economic Prosperity, Food Security and Ecological Integrity	5/16/2013	5/16/2013	4.0	Technical	DOH

(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)
	Chess, Basketball		N/A		Australian Society of Horticultural Science
	4 wheel driving and tractor driving				Philippine Association for Plant tissue culture and Biotechnology
	tissue culture abaca				Organic Agriculture Society of the Philippines (OASP)
	Photoshop editing				Asia-Pacific Institute of Food Professionals
	Statistical analysis				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	6/3/2022
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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">Status of Case/s: _____</p>												
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>												
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>												
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Dr. Marilou M. Benitez</td> <td>VSU, Visca, Baybay City, Leyte</td> <td>563-7739</td> </tr> <tr> <td>Dr. Jose L. Bacusmo</td> <td>VSU, Visca, Baybay City, Leyte</td> <td>563-7215</td> </tr> <tr> <td>Dr. Rodolfo G. Escalada</td> <td>VSU, Visca, Baybay City, Leyte</td> <td>563-7215</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Dr. Marilou M. Benitez	VSU, Visca, Baybay City, Leyte	563-7739	Dr. Jose L. Bacusmo	VSU, Visca, Baybay City, Leyte	563-7215	Dr. Rodolfo G. Escalada	VSU, Visca, Baybay City, Leyte	563-7215
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<p>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.</p>													
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<p>SUBSCRIBED AND SWORN to before me this <u>04 OCT 2022</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="text-align: center;"> ATTY. RYSAM C. GUINOCOR VSU Chief Legal Officer </td> </tr> <tr> <td style="text-align: center;"> Person Administering Oath </td> </tr> </table>		 ATTY. RYSAM C. GUINOCOR VSU Chief 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: December 1, 2021 - present
- Position: Assistant Professor 3
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Rosario A. Salas
- Name of Agency/Organization and Location: Visayas State University, Leyte
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
- Teaching horticultural subjects and other related teaching functions, Implement research, extension and production on different horticultural crops, Member in different committees in the Department and University, Perform other functions assigned by the Department Head

- Duration: March 4, 2014 – November 30, 2021
- Position: Instructor 3
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Rosario A. Salas
- Name of Agency/Organization and Location: Visayas State University, Leyte
 - List of Accomplishments and Contributions (if any)
 - Assisted in conducting trainings and classes in Horticulture
 - Summary of Actual Duties
 - Teaching horticultural subjects and other related teaching functions, Implement research, extension and production on different horticultural crops, Member in different committees in the Department and University, Perform other functions assigned by the Department Head

- Duration: September 1, 2014 – March 3, 2017
- Position: Instructor 1
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Rosario A. Salas

- Name of Agency/Organization and Location: Visayas State University, Leyte

- List of Accomplishments and Contributions (if any)

- Assisted in implementing DA-BAR Jackfruit project
- Assisted in conducting trainings and classes in Horticulture

- Summary of Actual Duties

- Teaching horticultural subjects and other related teaching functions, Implement research, extension and production on different horticultural crops, Member in different committees in the Department and University, Perform other functions assigned by the Department Head

- Duration: November 1, 2013 – August 31, 2014
- Position: Science Research Associate
- Name of Office/Unit: Department of Horticulture
- Immediate Supervisor: Antonio L. Acedo Jr.
- Name of Agency/Organization and Location: Visayas State University, Leyte

- List of Accomplishments and Contributions (if any)

- Assisted in implementing ACIAR postharvest project

- Summary of Actual Duties

- Assisted in the planning and formulation of work program and implementation schedule., Conducted reconnaissance surveys of vegetables supply chains in target sites (2 sites in Ormoc and 2 sites in So. Leyte), Drafted reports of reconnaissance surveys, Conducted quality grading trials for ampalaya, tomato, cabbage and eggplant, Conducted experiments on quality and shelf-life evaluation of tomato and ampalaya as affected by production treatments (harvest from ACIAR-ICM Project), Supervised junior project staff including Science Research Assistant, enumerators and laborers., Assisted in lecture and laboratory classes in Postharvest Physiology of Perishable Crops (Hort. 111)., Performed other activities that maybe assigned by the Project Leader.

- Duration: June 1, 2013 – October 31, 2014
- Position: Instructor 1
- Name of Office/Unit: Department of Agricultural Technology
- Immediate Supervisor: Dewoowoogen P. Baclayon

- Name of Agency/Organization and Location: Southern Leyte State University, So. Leyte
 - List of Accomplishments and Contributions (if any)
 - Assisted in implementing Abaca rehabilitation project
 - Summary of Actual Duties
 - Handled lecture and laboratory classes in agriculture, Assisted in the implementation and conduct of research projects on abaca rehabilitation, Performed other activities assigned by the Administrator.

- Duration: July 21, 2009 – October 31, 2010
- Position: Science Research Assistant
- Name of Office/Unit: PhilRootcrops
- Immediate Supervisor: Dilberto O. Ferraren and Jose L. Bacusmo
- Name of Agency/Organization and Location: Visayas State University, Leyte
 - List of Accomplishments and Contributions (if any)
 - Assisted in implementing NCT-sweetpotato project
 - Summary of Actual Duties
 - Conducted sweet potato regional trials and supervised laborers; Maintained of sweet potato varieties and promising lines; Consolidated and analyzed data and prepared reports; Implemented and supervised sweet potato production for use in processing and distribution of seed pieces; Assisted in the conduct of sweet potato hybridization and progeny evaluation; Performed other duties assigned by supervisor.

ALJAY D. VALIDA

(Signature over Printed Name
of Employee/Applicant)

Date: 29/09/2022