

# 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	MERIOLES		
FIRST NAME	MANNYLEN	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ALDE		
3. DATE OF BIRTH (mm/dd/yyyy)	11/08/1990	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	BORONGAN EASTERN SAMAR	If holder of dual citizenship, please indicate the details.	Philippines ▼
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	Brgy. Marcos Baybay City, Leyte
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	18. PERMANENT ADDRESS	Brgy. Marcos Baybay City, Leyte
7. HEIGHT (m)	1.52 m	19. TELEPHONE NO.	NA
8. WEIGHT (kg)	55 kg	20. MOBILE NO.	09758791734
9. BLOOD TYPE	B	21. E-MAIL ADDRESS (if any)	len.alde@vsu.edu.ph
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121152932599		
12. PHILHEALTH NO.	13-025160815-7		
13. SSS NO.	N/A		
14. TIN NO.	457-368-261		
15. AGENCY EMPLOYEE NO.	V00878		

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	MERIOLES		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	SANNTIAGO II		N/A	
MIDDLE NAME	CORPEZ			
OCCUPATION	Police corporal			
EMPLOYER/BUSINESS NAME	Philippine National Police			
BUSINESS ADDRESS	Inopacan			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	ALDE			
FIRST NAME	EMMANUEL SR.			
MIDDLE NAME	BALANO			
25. MOTHER'S MAIDEN NAME				
SURNAME	COLES			
FIRST NAME	TERESITA			
MIDDLE NAME	ARMA			

(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	EUGENIO S. DAZA PILOT ELEMENTARY SCHOOL	ELEMENTARY	1997	2003	Graduated	2003	ACADEMIC AWARD
SECONDARY	EASTERN SAMAR NATIONAL COMPREHENSIVE HIGH SCHOOL	HIGH SCHOOL	2003	2007	Graduated	2007	ACADEMIC AWARD
VOCATIONAL / TRADE COURSE	NA	NA	NA	NA		NA	NA
COLLEGE	UNIVERSITY OF THE PHILIPPINES VISAYAS TACLOBAN COLLEGE	BACHELOR OF SCIENCE BIOLOGY	2007	2011	Graduated	2011	
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE in PLANT PATHOLOGY	2011	2015	Graduated	2015	
GRADUATE STUDIES	UNIVERSITY OF THE PHILIPPINES LOS BANOS	DOCTOR OF PHILOSOPHY in ENTOMOLOGY	2016	2020	Graduated	2021	Phi Sigma Honor Society

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/28/23
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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					

(Continue on separate sheet if necessary)

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

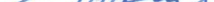
[illegible]

(Continue on separate sheet if necessary)







### VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32.	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Driving and Reading	ND NA	Organic Agricultural Society Inc
		Philippine Phytopathological Society
		Internationa Society of Southeast Asian Agricultural Science


(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/28/23
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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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details:</p> <p style="text-align: right;">finished contract as Research Assistant</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: 33%;">NAME</th> <th style="width: 33%;">ADDRESS</th> <th style="width: 33%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>RUBEN M. GAPASIN</td> <td>DPM, VSU, VISCA, BAYBAY CITY</td> <td>09176336571</td> </tr> <tr> <td>JESUSITO L. LIM</td> <td>DPM, VSU, VISCA, BAYBAY CITY</td> <td>09175309535</td> </tr> <tr> <td>ELVIRA L. OCLARIT</td> <td>DPM, VSU, VISCA, BAYBAY CITY</td> <td>09052225563</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	RUBEN M. GAPASIN	DPM, VSU, VISCA, BAYBAY CITY	09176336571	JESUSITO L. LIM	DPM, VSU, VISCA, BAYBAY CITY	09175309535	ELVIRA L. OCLARIT	DPM, VSU, VISCA, BAYBAY CITY	09052225563
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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>													
<p>Government issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)</p> <p>PLEASE INDICATE ID Number and Date of Issuance</p> <p>Government Issued ID: VSU ID</p> <p>ID/License/Passport No.: V00878</p> <p>Date/Place of Issuance: 2015/VSU, BAYBAY LEYTE</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 100px;">             Signature (Sign inside the box)            21 AUG 23         </td> <td style="text-align: center; height: 100px;">             Right Thumbmark         </td> </tr> </table>	 Signature (Sign inside the box) 21 AUG 23	 Right Thumbmark										
 Signature (Sign inside the box) 21 AUG 23	 Right Thumbmark												

SUBSCRIBED AND SWORN to before me this 29 AUG 2023, affiant exhibiting his/her validly issued government ID as indicated above.

  
**ATTY. RYSAN C. GUINOCOR**  
 VSU Chief Legal Officer  
 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: September 9, 2022 - present
- Position: Assistant Professor 1
- Name of Office/Unit: Department of Pest Management
- Immediate Supervisor: Dr. Elvira L. Oclarit
- Name of Agency/Organization and Location: Department of Pest Management, VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
  - Coordinated laboratory classes
  - Conducted laboratory classes, quizzes and exams
  - Computed and submitted grades
  - Created and submitted research proposals
  - Acted as resource person in extension activities
- Summary of Actual Duties
  - Responsible in conducting classes, quizzes, long exams, and practical exams. Submitting midterm and final grades. Do other related tasks assigned by the Dept Head.

- Duration: June 9, 2015 – September 8, 2022
- Position: Instructor
- Name of Office/Unit: Department of Pest Management
- Immediate Supervisor: Jesusito L. Lim
- Name of Agency/Organization and Location: Dept of Pest Management, VSU, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
  - Coordinated laboratory classes
  - Conducted laboratory classes, quizzes and exams
  - Computed and submitted grades

- Summary of Actual Duties
  - Responsible in conducting classes, quizzes, long exams, and practical exams. Submitting midterm and final grades. Do other related tasks assigned by the Dept Head.

  
\_\_\_\_\_  
MANNYLEN A. MERIOLES

(Signature over Printed Name  
of Employee/Applicant)

Date: 7/25/23