

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	CADALIN		
FIRST NAME	JOY ADELIN	NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	NUÑEZ		
3. DATE OF BIRTH (mm/dd/yyyy)	05/28/93	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 type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Pls. indicate country:
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	MAPLE APT. House/Block/Lot No. Street ESCALANTE COMPOUND GUADALUPE (UTOD) Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.49	ZIP CODE	6521
8. WEIGHT (kg)	39		
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	HOUSE NO. 10 House/Block/Lot No. Street BUBOY Subdivision/Village Barangay PAGSANJAN LAGUNA City/Municipality Province
10. GSIS ID NO.	NONE	ZIP CODE	4008
11. PAG-IBIG ID NO.	1212-7681-2022		
12. PHILHEALTH NO.	13-025278169-3	19. TELEPHONE NO.	NONE
13. SSS NO.	NONE	20. MOBILE NO.	09085904422
14. TIN NO.	465-058-939	21. E-MAIL ADDRESS (if any)	joy.cadalín@vsu.edu.ph
15. AGENCY EMPLOYEE NO.	V01263		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	CADALIN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	EARL ANTHON	NAME EXTENSION (JR., SR) N/A	NONE	NONE
MIDDLE NAME	PALADA			
OCCUPATION	AGRICULTURAL EXTENSIONIST			
EMPLOYER/BUSINESS NAME	LA GRANJA DE REYNA FARM			
BUSINESS ADDRESS	BRGY. BAGACAY, TACLOBAN CITY, LEYTE			
TELEPHONE NO.	NONE			
24. FATHER'S SURNAME	NUÑEZ			
FIRST NAME	ELMER	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	MORENO			
25. MOTHER'S MAIDEN NAME	TESSIE UNSON CABELA			
SURNAME	NUÑEZ			
FIRST NAME	TESSIE			
MIDDLE NAME	CABELA		(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 (ACS)	Primary education	06/01/2000	03/31/2005	Graduated	2005	NONE
SECONDARY	Visayas State University-Laboratory High School (VSU-LHS)	Secondary education	06/01/2005	04/05/2009	Graduated	2009	NONE
VOCATIONAL / TRADE COURSE	N/A	N/A					
COLLEGE	Visayas State University (VSU)	BS in Agriculture, Major in Plant Protection specializing in Plant Pathology	06/01/2009	04/13/2013	Graduated	2013	PMCP Thesis Grantee
GRADUATE STUDIES	Visayas State University (VSU)	MS Plant Pathology, minor in Plant Protection	08/01/2018	06/31/2020	Graduated	2020	DOST-ASTHRDP-NSC

(Continue on separate sheet if necessary)	
SIGNATURE	DATE
Jadlin n y	December 1, 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
	<b>Agriculturist</b>		<b>01/08/2013</b>	<b>PRC Tacloban</b>	<b>0016736</b>	
	<b>Driver's License</b>				<b>H12-16-001427</b>	

#### V. WORK EXPERIENCE

(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

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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		
	National Youth Commission (NYC)				Volunteer services as student ambassador of JENESYS Program

(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			
	34th Joint ViCARP-RRDEN Regional RDEI Symposium	11/17/22	11/18/22	16.0	Technical	Visayas Consortium for Agriculture, Aquatic and Natural Resources Program
	Practicing COVID-19 preventive Measures in the Workplace	11/01/2022	11/01/2022	8.0	Technical	Technical Education and Skills Development Authority
	Nanobiotechnology Applications for the Management of Crop Pests and Diseases	09/27/22	09/27/22	3.0	Technical	National Crop Protection Center
	Training on Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM) in Brgy. Gawisan, Maasin, So. Leyte	09/05/2022	09/05/2022	4.0	Technical	National Abaca Research Center
	1st International Symposium on Coconut Integrated Pest Management (IPM)	08/23/22	08/26/22	24.0	Technical	Philippine Coconut Authority and International Coconut Community
	Vegetable Herbicide Resistance Management Webinar	07/29/22	07/29/22	2.0	Technical	Crop Life Philippines and Insecticide Resistance Action Committee International
	Training on Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM) in Brgy. Monterico, Baybay, Leyte	07/18/22	07/18/22	2.0	Technical	National Abaca Research Center
	Introduction to Metrology and an Industrial Calibration	07/12/2022	07/13/22	16.0	Technical	Department of Science and Technology Regional Office VIII
	Online Research Results Dissemination and Learning Event for Onion, Garlic, and Mango: of DA-BAR funded project "Surveillance and Detection of Microbe Utilizing Molecular Techniques and Associated Thrips Vector on Onion, Garlic and Mango in Luzon"	06/21/22	06/23/22	24.0	Technical	National Crop Protection Center and Cagayan State University
	Plantation Herbicide Resistance Management	06/09/2022	06/09/2022	2.0	Technical	Crop Life Philippines and Insecticide Resistance Action Committee International
	Training on Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM) in Brgy. Bitanahuan, Baybay, Leyte	05/28/22	05/28/22	4.0	Technical	National Abaca Research Center
	NCPC Webinar Series: "Webinar on Foresight for Crop Pest Management in Extension and Policy making"	05/17/22	05/17/23	3.0	Technical	National Crop Protection Center
	NCPC Webinar Series: "Webinar on Foresight for Crop Pest Managemnet on Research"	05/16/22	05/16/22	3.0	Technical	National Crop Protection Center
	Equipment Calbration and Maintenance Workshop	03/25/22	03/29/22	18.0	Technical	Visayas State University
	Equipment Calbration and Maintenance Workshop	02/21/22	02/21/22	8.0	Technical	Visayas State University
	Management of Fall Armyworm	12/06/2021	12/06/2021	3.0	Technical	National Crop Protection Center
	Emerging Phytoplasma Diseases and Molecular Diagnosis	11/25/21	11/25/21	3.0	Technical	University of Philippines-Los Baños
	Molecular Techniques in Abaca Breeding	11/11/2021	11/12/2021	16.0	Technical	Caraga State University, College of Agriculture and Agri-Industries
	Under the Microscope Webinar Series: Antimicrobial Resistance II	10/14/21	10/14/21	2.0	Technical	Caraga State University, College of Mathematics and Natural Sciences
	Conforming Science, Innovation and Legislation Towards a Progressive Pest Management Resilience in the New Normal	07/06/2021	07/07/2021	16.0	Technical	Pest Management Council of the Philippines

(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)
	Polymerase Chain Reaction Technique				Philippine Phytopathological Society
	Restriction Fragment Length Polymorphism Technique				
	DNA Extraction				
	With expertise on detection and identification of Phytoplasma diseases on vegetables and assava				
	Plant bacteria isolation, characterization, and identification				
	Abaca and banana tissue culture				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	December 1, 2022
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 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: Aug 01 2022 to Nov 30 2022

Position: Science Research Specialist (Job Order)

Name of Office/Unit: Plant Disease Diagnostic Laboratory (PDDL)

Immediate Supervisor: Robelyn T. Piamonte

Name of Agency/Organization and Location: Visayas State University

List of Accomplishments and Contributions (if any):

1. Maintained laboratory instruments, equipment and facilities.
2. Maintained existing fungal cultures in the laboratory (done on a weekly basis).
3. Prepared ISO documents for the 4<sup>th</sup> Internal Audit.
4. Prepared and submitted replenishment vouchers, payrolls, and certifications.
5. Attended the dDRC orientation held on September 7, 2022 at CCE Bldg, 1st floor
6. Attended the meeting on "Document Review on ILE, PM, GL and Calibration and Maintenance", held at OVPAF conference room, on September 12, 2022
7. Served as a resource person on Integrated Pest Management on Abaca Training entitled "Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM)".
8. Processed and submitted PPMP and PRs.
9. Submitted three (3) approved purchase request (PR) on SPPMIS.
10. Travelled to Lilo-an, Southern Leyte to collect tissue-cultured banana leaf samples (c/o FAO), for disease indexing of bunchy top virus and CMV diseases on October 18, 2022.
11. Performed DNA extraction and PCR analysis of tissue-cultured banana samples from FAO.
12. Technical assistance on the laboratory services availed by the LNU undergraduate student-researchers on pathogen identification of their lettuce samples as part of their thesis study on November 7, 2022.
13. Diagnosed diseased sweet potato plants submitted by a thesis undergraduate student on November 7 and 10, 2022.
14. Indexed four (4) varieties of tissue-cultured sweet potato for CMV on November 8 and 9, 2022 submitted by Philippine Root Crops Research and Training Center – Tissue Culture Laboratory.
15. Assisted researchers from Department of Physics on microscopic examination of their samples, on November 8, 2022.
16. Follow-up on documents: Replenishment vouchers, contracts, and communication letters
17. Attended the "Training-Workshop on Root cause Analysis" on November 17, 2022 at the 1<sup>st</sup> floor of CCE Bldg.
18. Attended the "34<sup>th</sup> Joint ViCARP-RRDEN Regional RDEI Symposium" on November 17-18, 2022, at RDE Hall.
19. Prepared and sterilized needed culture media for pathogen isolation and subcultures (NA, PDA, PEA, PDY and SDA).
20. Sub-cultured four (4) bacterial isolates to plated PDA and NA culture media.
21. Assisted/supervised a PhD Plant Pathology student on the conduct of thesis from November 24-25, 2022.

22. Prepared and submitted GOOI, RFCA, and CAP to QAC.
23. Performed cultural & morphological characterization, and, physiological & biochemical tests for the identification bacterial isolates (LNU's samples).
24. Prepared and released results reports for the diagnosis of diseased plant specimens submitted by clients.

### Summary of Actual Duties

1. Assists the laboratory in-charge in the overall activities of the VSU Plant Disease Diagnostic Laboratory.
2. Acts as liason to farmers, researchers and other clientele of the laboratory in-charge.
3. Does initial diagnosis of plant disease specimens submitted to the laboratory by any clientele.
4. Does DNA analysis of plant pathogens like *Phytoplasma*, viruses (ABTV/BBTV), fungi, and bacteria.
5. Travels to farmer's field to perform an assessment and initial diagnosis of disease when necessary, and collects specimens for laboratory confirmation of diagnosis
6. Prepares materials needed in the laboratory, such as sterilized glasswares, pipette tips, eppendorf tubes, buffers, and chemical reagents.
7. Does important administrative work such as filing of records, preparing purchase requests and vouchers, and assisting in the processing of laboratory documents
8. Oversees the overall cleanliness and safety of the laboratory and its vicinity: doors are locked, windows are closed, and all equipment unplugged before leaving the laboratory after office hours.
9. Does overtime work as needed especially when laboratory analyses could not be finished within the office hours.
10. Collects necessary data, organizes them and prepares periodic progress reports for submission to laboratory in-charge
11. Assists in the preparation of annual reports regarding the activities and accomplishments of the laboratory, and do related works requested by the laboratory in-charge.
12. Attends scientific fora and trainings related to overall activities of the laboratory

Duration: Feb 3 2022 to Aug 31 2022

Position: Science Research Assistant (Job Order)

Name of Office/Unit: Plant Disease Diagnostic Laboratory (PDDL)

Immediate Supervisor: Robelyn T. Piamonte

Name of Agency/Organization and Location: Visayas State University

### List of Accomplishments and Contributions (if any):

1. Maintained laboratory instruments, equipment and facilities.
2. Isolated and sub-cultured *Metarhizium rileyi* from infected fall armyworm (FAW) in different culture media (PDA, PDY, PEA, and SDA).
3. Prepared and submitted vouchers, payrolls, and communications.
4. Followed-up on vouchers, payrolls and communications.
5. Attended a workshop on "Equipment Calibration and Maintenance" on February 21, March 25 & 29, 2022 at OP Board Room.
6. Prepared and submitted calibration and maintenance plan for equipment and laboratory instruments.
7. Developed a web page for PDDL.
8. Assisted and organized the laboratory orientation of Plant Protection OJT students in PDDL from April 26 to 28, 2022

9. Attended a training on "Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM)" on May 27, 2022 at Brgy. Bitanluan, Baybay, Leyte.
10. Attended the two-day training on "Introduction to Metrology and an Industrial Calibration" on July 12-13, 2022 at the 1<sup>st</sup> floor of CCE Bldg.
11. Served as a resource person on Integrated Pest Management on Abaca Training entitled "Abaca Good Agricultural Practices (GAP) and Integrated Pest Management (IPM)" on July 18, 2022 at Brgy. Monterico, Baybay, Leyte.
12. Diagnosed diseased strawberry and pepper plant samples submitted by thesis undergraduate students.
13. Prepared and released results reports for the diagnosed plant disease specimens submitted by clients.
14. Attended the 1<sup>st</sup> International Symposium on Coconut Integrated Pest Management (IPM) on August 23 to 26 2022, via Zoom.
15. Prepared ISO documents for the 4<sup>th</sup> Internal Audit.

Summary of Actual Duties

1. Diagnosis of plant disease specimens, isolates and associated pathogens into pure cultures, for identification.
2. Maintenance and calibration of laboratory instruments, glasswares, and equipment.
3. Perform molecular techniques in plant pathology, especially in plant pathogen species identification.
4. Function as dDRC in technical and administrative functions.
5. Prepare documents for ISO and AACUP evaluations.
6. Perform other tasks that the supervisor may assign.

  
JOY ADELINE N. CADALIN

(Signature over Printed Name  
of Employee/Applicant)

Date: December 2, 2022