

## 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	Quiñones		
FIRST NAME	Cecille Marie	NAME EXTENSION (JR., SR)	
MIDDLE NAME	Oquias		
3. DATE OF BIRTH (mm/dd/yyyy)	02/12/1987	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	Baybay City, Leyte 6521	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"/> Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.5		House/Block/Lot No. Street Coconut Village Visca Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
8. WEIGHT (kg)	45	ZIP CODE	6521
9. BLOOD TYPE	Type 'O'	18. PERMANENT ADDRESS	
10. GSIS ID NO.	02004646639		House/Block/Lot No. Street Coconut Village Visca Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
11. PAG-IBIG ID NO.	RTN - 916197445641	ZIP CODE	6521
12. PHILHEALTH NO.	13-000117437-2		
13. SSS NO.	Not Applicable (NA)	19. TELEPHONE NO.	
14. TIN NO.	116 105 000 0000	20. MOBILE NO.	
15. AGENCY EMPLOYEE NO.	V00866	21. E-MAIL ADDRESS (if any)	cecillemarie.quiones@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
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	Quiñones			
FIRST NAME	Cesar	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Pulido			
25. MOTHER'S MAIDEN NAME				
SURNAME	Oquias			
FIRST NAME	Lilia			
MIDDLE NAME	Bastasa			

(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 ELEM. SCHOOL	Primary Education	1994	2000	N/A	2000	N/A
SECONDARY	LSULHS (VSULHS)	Secondary Education	2000	2004	N/A	2004	W/ Honors
VOCATIONAL / TRADE COURSE	N/A	N/A			N/A		
COLLEGE	VISAYAS STATE UNIVERSITY	BS in Agriculture (Soil Science)	2004	2008	N/A	2008	1st-2nd yr. Partial Scholar; 3rd-4th yr. PARRFI Scholarship; CUM LAUDE
GRADUATE STUDIES	UNIVERSITY OF GOETTINGEN	MS TROP & INT'L FORESTRY	2009	2011	N/A	2011	DAAD
	VISAYAS STATE UNIVERSITY	MS SOIL SCIENCE	2012	2014	N/A	2014	DOST-NSC (ASTHRDP)

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01 February 2023
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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
CIVIL SERVICE ELIGIBILITY	N/A	04/04/2008	PD 907 (Honor graduate)	93958	04/04/2008
PRC Licensure Exam for Agriculture	79.50%	7/2008	TACLOBAN CITY	0008831	15/01/2009

(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.							
28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (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						
02/01/2023	Present	Assistant Professor II	Dept. of Soil Science, VSU	₱38,150.00	SG 16	Permanent (P)	Yes
01/01/2022	01/31/2023	Assistant Professor I	Dept. of Soil Science, VSU	35,097.00	SG 15	P	Yes
01/01/2021	12/31/2021	Assistant Professor I	Dept. of Soil Science, VSU	33,575.00	SG 15	p	Yes
01/01/2020	12/31/2020	Assistant Professor I	Dept. of Soil Science, VSU	32,053.00	SG 15	p	Yes
07/01/2019	12/31/2019	Assistant Professor I	Dept. of Soil Science, VSU	30,531.00	SG 15	p	Yes
01/01/2019	06/30/2019	Instructor III	Dept. of Soil Science, VSU	28,447.00	SG 14	p	Yes
01/01/2018	12/31/2018	Instructor III	Dept. of Soil Science, VSU	27,122.00	SG 14	p	Yes
08/01/2017	12/31/2017	Instructor III	Dept. of Soil Science, VSU	25,859.00	SG 14	T/P	Yes
01/01/2017	07/31/2017	Instructor III	Dept. of Soil Science, VSU	25,859.00	SG 14	T/P	Yes
11/01/2016	12/31/2016	Instructor I	Dept. of Soil Science, VSU	20,651.00	SG 12	Temporary (T)	Yes
01/01/2016	10/31/2016	Instructor I	Dept. of Soil Science, VSU	20,651.00	SG 12	T	Yes
11/01/2015	12/31/2015	Instructor I	Dept. of Soil Science, VSU	19,940.00	SG 12	T	Yes
12/01/ 2014	10/31/2015	Instructor I	Dept. of Soil Science, VSU	19,940.00	SG 12	T	Yes
09/01/ 2014	11/30/2014	Instructor (Part time)	Dept. of Soil Science, VSU	18,000.00	SG 9	Contractual	Yes
01/09/2008	06/31/2009	Science Research Assistant	ACIAR VEGETABLE PROJECT, VSU	12,500.00	SG 2	Contractual	Yes

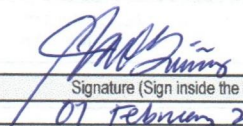

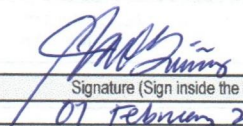

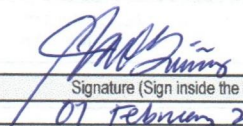

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01 February 2023
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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	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			
<b>AS RESOURCE PERSON:</b>						
	Training on vegetable prod'n & integrated soil nutrient mgt.	29/10/2016	29/10/2016	8 hrs/ day	Technical	ACIAR Soil Project
	Soil Fertility Assessment for Improved Crop Nutrient Mgt	22/06/2016	23/06/2016	8 hrs/ day	Technical	ACIAR Soil Project
	Short Training Course on Landscaping	01/10/2014	03/10/2014	8 hrs/ day	Technical	Dept. of Horticulture, VSU
<b>AS PRESENTER:</b>						
	EGU General Assembly 2021	19/04/ 2021	30/04/2021	8 hrs/ day	Technical	European Geosciences Union
	4th National DOST-SEI ASTHRDP-NSC Scholars' Conference	07/05/2015	08/05/2015	8 hrs/ day	Technical	DOST-SEI
<b>AS PARTICIPANT:</b>						
	Tropentag (Tropical Day) Conference 2021	15/09/2021	17/09/2021	8 hrs/ day	Technical	Hybrid conference; Uni of Hohenheim, Stuttgart
	NRCP - VRC Annual Scientific Conference & 13th Gen. Membership Assembly	23/05/2016	23/05/2016	8 hrs/ day	Technical	DOST; NRCP
	NRCP - DOST Annual Scientific Conference & 83rd Gen. Membership Assembly			8 hrs/ day	Technical	
	Training on the methods of nutrient studies and the use of research related equipment; orientation on the vegetable production and the soils and geology of the Lockyer Valley.	16/04/2016	30/04/2016	8 hrs/ day	Technical	ACIAR; QDAFF, Uni of Queensland;
	DOST 1st International Scholars' Conference	07/04/2016	08/04/2016	8 hrs/ day	Technical	DOST
	NC III Certification: Harnessing AEWs Capabilities on Agricrop Production	14/09/2015	18/09/2015	8 hrs/ day	Technical	ATI
	CAFS Annual RDE In-House Review	30/07/2014	31/07/2014	8 hrs/ day	Technical	COLLEGE OF AGRI. & FOOD SCI, VSU
	Training-Workshop on Data Analysis Using SAS and R.	10/06/2014	11/06/2014	8 hrs/ day	Technical	COLLEGE OF AGRI. & FOOD SCI, VSU
	National Conference on Development Initiatives in the Philippine Marginal Uplands	22/10/2013	24/10/2013	8 hrs/ day	Technical	PHERNET, VSU
	Training-Workshop on Geographic Information System. June 25-28, 2013	25/06/2013	25/06/2013	8 hrs/ day	Technical	PHERNET, VSU
	Soil Science Refresher Course	17/12/2012	21/12/2012	8 hrs/ day	Technical	DSS, VSU
	"Sustainability in German Forestry Over the Ages" (Prof. Dr. Ralph Mitlohner) and "Recent Developments in German Forestry and Forest Industry"	12/11/2012	12/11/2012	8 hrs/ day	Technical	VSU
	13th International Seminar and Workshop on Tropical Ecology	24/09/2012	06/10/2012	8 hrs/ day	Technical	FPE, PTCF, DAAD, VSU
	Biodiversity Conference	20/06/2011	22/06/2011	8 hrs/ day	Technical	UNI OF GOETTINGEN, GERMANY
	Tropentag (Tropical Day) Conference.	14/09/2010	16/09/2010	8 hrs/ day	Technical	ETH, ZURICH, SWITZERLAND
	Tropentag (Tropical Day) Conference.	06/10/2009	08/10/2009	8 hrs/ day	Technical	UNI OF HAMBURG, GERMANY
(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)	
	PROFICIENT IN ENGLISH AND TAGALOG LANGUAGES	N/A			NRCP - Associate Member	
	COMPUTER LITERATE				PCAARRD - DOST SCHOLARS ASSO.	
					DAAD ALUMNI NETWORK	
					FACULTY ASSOCIATION VSU	
(Continue on separate sheet if necessary)						
SIGNATURE		DATE			01 February 2023	



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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No.: _____  <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No.: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>Dr. Suzette B. Lina</td><td>Dept. of Soil Science, VSU</td><td>565-0600-1036</td></tr><tr><td>Dr. Deejay M. Lumanao</td><td>Dept. of Soil Science, VSU</td><td>565-0600-1036</td></tr><tr><td>Dr. Romel B. Armecin</td><td>Dept. of Soil Science, VSU</td><td>565-0600-1036</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Dr. Suzette B. Lina	Dept. of Soil Science, VSU	565-0600-1036	Dr. Deejay M. Lumanao	Dept. of Soil Science, VSU	565-0600-1036	Dr. Romel B. Armecin	Dept. of Soil Science, VSU	565-0600-1036
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Dr. Deejay M. Lumanao	Dept. of Soil Science, VSU	565-0600-1036											
Dr. Romel B. Armecin	Dept. of Soil Science, VSU	565-0600-1036											
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.													
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: <b>Passport</b></td></tr><tr><td>ID/License/Passport No.: <b>P2026717B</b></td></tr><tr><td>Date/Place of Issuance: <b>20 June 2019; DFA, Tacloban, Leyte</b></td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: <b>Passport</b>	ID/License/Passport No.: <b>P2026717B</b>	Date/Place of Issuance: <b>20 June 2019; DFA, Tacloban, Leyte</b>	<table><tr><td> Signature (Sign inside the box) <b>01 February 2023</b> Date Accomplished</td><td> Right Thumbmark</td></tr></table>	 Signature (Sign inside the box) <b>01 February 2023</b> Date Accomplished	 Right Thumbmark						
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 Signature (Sign inside the box) <b>01 February 2023</b> Date Accomplished	 Right Thumbmark												
SUBSCRIBED AND SWORN to before me this <b>15 MAR 2023</b> , affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td>NO. NO. <b>45</b></td></tr><tr><td>PAGE NO. <b>17</b></td></tr><tr><td>BOOK NO. <b>14114</b></td></tr><tr><td>DATE OF <b>2023</b></td></tr></table>	NO. NO. <b>45</b>	PAGE NO. <b>17</b>	BOOK NO. <b>14114</b>	DATE OF <b>2023</b>	<table><tr><td><b>ATTY. VIVIAN C. ENARIO-VIDALLON</b> NOTARY PUBLIC NC. NO. <b>B-22-06-02-JULY 1, 2022</b> UNTIL <b>DECEMBER 31, 2023</b> ROLL NO. <b>62930</b></td></tr></table>	<b>ATTY. VIVIAN C. ENARIO-VIDALLON</b> NOTARY PUBLIC NC. NO. <b>B-22-06-02-JULY 1, 2022</b> UNTIL <b>DECEMBER 31, 2023</b> ROLL NO. <b>62930</b>							
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PTR NO. BC0101789, 1/3/2023, BAYBAY CITY, LEYTE  
IBP NO. 249418, 1/9/2023, LEYTE  
MCLE COMPLIANCE NO. VII-0004765

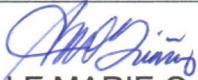


WORK EXPERIENCE SHEET

**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: 01 February 2023 – Present
- Position: Assistant Professor II
- Name of Office/Unit: Department of Soil Science / Soil Sci. in Trop. and Subtrop. Ecosystems
- Immediate Supervisor: Dr. Suzette B. Lina / Dr. Marife D. Corre
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte / University of Göttingen
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
  - Hold lecture and laboratory classes; Supervise thesis and academic advisees; conduct research and extension; accomplish other duties assigned by Immediate Supervisor;

  
CECILLE MARIE O. QUIÑONES  
(Signature over Printed Name  
of Employee/Applicant)

Date: 01 February 2023