

## 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	NIEGAS		
FIRST NAME	JUVVLYN		NAME EXTENSION (JR., SR)
MIDDLE NAME	GLORY		
3. DATE OF BIRTH (mm/dd/yyyy)	JUNE 21, 1994	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	POB. ZONE I CAPOOCAN LEYTE	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.65	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	58.0		POBLACION ZONE I
9. BLOOD TYPE	"O"		Subdivision/Village Barangay
10. GSIS ID NO.	N/A		CAPOOCAN LEYTE
11. PAG-IBIG ID NO.	121154797874		City/Municipality Province
12. PHILHEALTH NO.	13-000118674-5	ZIP CODE	6521-A
13. SSS NO.	06-4718709-8	18. PERMANENT ADDRESS	
14. TIN NO.	473-800-115	ZIP CODE	House/Block/Lot No. Street
15. AGENCY EMPLOYEE NO.	N/A		POBLACION ZONE I
			Subdivision/Village Barangay
			CAPOOCAN LEYTE
			City/Municipality Province
		6530	
		19. TELEPHONE NO.	N/A
		20. MOBILE NO.	09518237286
		21. E-MAIL ADDRESS (if any)	romeaig@gmail.com

## II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NIEGAS		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MICHAEL	NAME EXTENSION (JR., SR)	KHAELYN ELYA G. NIEGAS	05/14/2023
MIDDLE NAME	AGANG			
OCCUPATION	SEAMAN			
EMPLOYER/BUSINESS NAME	MARLOW NAVIGATION INC.			
BUSINESS ADDRESS	MANILA			
TELEPHONE NO.				
24. FATHER'S SURNAME	GLORY			
FIRST NAME	BENJAMIN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	URMENETA			
25. MOTHER'S MAIDEN NAME				
SURNAME	ROMEA			
FIRST NAME	AQUELISA			
MIDDLE NAME	MALUENDA			
(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	CAPOOCAN CENTRAL SCHOOL	ELEMENTARY EDUCATION	01/01/2001	01/01/2007		2007	N/A
SECONDARY	ASUNCION S. MELGAR NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	01/01/2007	01/01/2011		2011	W/ HONOR
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A		N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN CHEMISTRY	01/01/2011	4/22/2015		2015	IPIFI
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN SOIL SCIENCE	10/07/1905	PRESENT	28	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	January 6, 2025
-----------	---	------	-----------------

#### 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
	CHEMIST	N/A	OCTOBER 14- 15,2024	CEBU	0016086	6/21/2027
	CHEMICAL TECHNICIAN	N/A	OCTOBER 10- 11,2017	MANILA	0001559	6/21/2027


(Continue on separate sheet if necessary)




## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

<b>SIGNATURE</b>		<b>DATE</b>	JANUARY 6, 2025
------------------	---	-------------	-----------------

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			
	Operation Happy Teeth conducted by IPI Foundation Inc.	10/17/2014	10/18/2014	16.0	PARTICIPANT	
	Bright Future Scholarship Project of IPI Foundation Inc.	01/01/2014	12/31/2015	-	AUDITOR	
(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			
	Trainee – Training-Workshop on Quality Assurance/Quality Control (QA/QC) and Method Verification/Validation	03/08/2022	03/08/2022	16 hrs	Technical	BSWM LABORATORY SERVICES DIVISION AND PD 1435 TEAM
	Trainee – Introduction to Metrology and an Industrial Calibration	12/07/2022	13/07/2022	16 hrs	Technical	DOST - REGIONAL OFFICE NO.VIII
	Trainee – Basic Operation and Maintenance Training of Agilent 240 Fast Sequential Flame Atomic Absorption Spectrometer	12/07/2022	14/07/2022	24 hrs	Technical	AGILENT TECHNOLOGIES-MOLAVE TRADING INC.
	Trainee – Training at Agilent Technologies Singapore on High Performance Liquid Chromatography Operation and Maintenance	09/10/2018	14/09/2018	32 hrs.	Technical	AGILENT TECHNOLOGIES - 1 YISHUN AVENUE 7
	Trainee – Training at Berghof Products + Instruments GmbH Germany on Speedwave XPERT, Microwave Digester Operation and Maintenance	22/10/2017	26/10/2017	32 hrs.	Technical	ENINGEN, GERMANY
	Trainee - Training at Agilent Technologies United States on Microwave Plasma Atomic Emission Spectrometer (MPAES 4200 Model) Operation and Maintenance	16/11/2016	18/11/2016	36 hrs.	Technical	AGILENT TECHNOLOGIES WOOD DALE,ILLINOIS,60191,USA
	Participant – 35th Philippine Chemistry Congress: "Build Back Better Through Chemistry" via Whova Event Management System.	20/08/2021	24/08/2021	45 hrs.	Technical	PHILIPPINE FEDERATION OF CHEMISTRY SOCIETIES (PFCS)
	Participant (Focal Person) –Basic Occupational Safety and Health Training for the Public Sector held at Visayas State University Baybay City, Leyte on June 7-11, 2021.	06/07/2021	06/11/2021	40 hrs.	Technical	DOLE - OSHC REU8
	Participant – 34th Philippine Chemistry Congress: CHEMBisyon 2019: Kimiko Para sa Sariling Bayan	28/05/2019	30/05/2019	30 hrs	Technical	WATERFRONT HOTEL AND CONVENTION CENTER
	Participant – 33rd Philippine Chemistry Congress: "Chemistry: Rising to Challenges", held on May 30-June 1, 2018 at the Philippine International Convention Center in Metro	30/05/2018	06/01/2018	30 hrs	Technical	PHILIPPINE INTERNATIONAL CONVENTION CENTER, MANILA
	Participant – SEARCA Regional Professional Chair Lecture on Microbial-induced Mobilization of Micronutrients in Soil for Increased Yield and Improved Nutritional	20/03/2018	20/03/2018	2 hrs	Technical	PHILROOTCROPS TRAINING HALL VSU BAYBAY
	Participant – 31st Philippine Chemistry Congress: "Chemistry Beyond Borders: Blurring Traditional Boundaries"	13/04/2016	15/04/2016	36 hrs.	Technical	KKP-NATIONAL, IN COOPERATION WITH ICP PANAY CHAPTER, ILOILO GRAND HOTE,
	Participant – Bright Future Scholarship Project's Employment Preparedness Seminar	21/03/2015	21/03/2015	8 hrs	Technical	USSO, VISAYAS STATE UNIVERSITY, VISCA, BAYBAY, LEYTE, PHILIPPINES
	Participant – Public Speaking and Personality Development Seminar	07/11/2014	07/11/2014	8 hrs	Technical	IPIFI, VISAYAS STATE UNIVERSITY, VISCA, BAYBAY, LEYTE, PHILIPPINES
	Participant – Biotechnology Information, Education and Communication Forum	13/08/2014	13/08/2014	2 hrs	Technical	VISAYAS STATE UNIVERSITY, VISCA, BAYBAY, LEYTE, PHILIPPINES
	Participant – Biotechnology Information, Education and Communication Forum	08/03/2014	08/03/2014	7 hrs	Technical	USSO, VISAYAS STATE UNIVERSITY, VISCA, BAYBAY, LEYTE, PHILIPPINES.
	Participant – Seminar on Safety in the Laboratory	03/09/2013	03/09/2013	5 hrs	Technical	MERCK, INC. PHILIPPINES VISAYAS STATE UNIVERSITY, VISCA, BAYBAY
	Attended –Webinar Best Practices in Writing and Publishing Your Research Paper	16/04/2021	16/04/2021	5 hrs	Technical	DOST - RESEARCHER ACADEMY ON CAMPUS
	Attended –Webinar on Halogen Determination in Different Matrices Using ICP-OES.	30/07/2020	30/07/2020	2 hrs	Technical	SIGMATECH &TELEDYNE LEEMAN LABS
	Attendee – Seminar on VSUCC Basic Cooperative Course	17/11/2016	17/11/2016	5 hrs	Technical	PHILROOTCROPS VSU BAYBAY CITY
	Attendee – Berghof Workshop and Products Seminar	18/09/2015	18/09/2015	7 hrs	Technical	MOLAVE TRADING INC.FUNCTION ROOM A. HOTEL ALEJANDRO.
(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)		
	Multitasking	N/A		VSUCredit Cooperative		
	Computer proficiency	N/A		N/A		
	Leadership experience	N/A		N/A		
	Analytical and problem solving abilities	N/A		N/A		
	Good customer service	N/A		N/A		
	Communication skills	N/A		N/A		
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	JANUARY 6,2025	

<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: 40%;">NAME</th> <th style="width: 40%;">ADDRESS</th> <th style="width: 20%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td><b>Cynthia Dolores V. Godoy</b></td> <td><b>VSU- Baybay City, Leyte</b></td> <td><b>9271285805</b></td> </tr> <tr> <td><b>Dyana Rose M. Oraiz</b></td> <td><b>VSU- Baybay City, Leyte</b></td> <td><b>9351315130</b></td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	<b>Cynthia Dolores V. Godoy</b>	<b>VSU- Baybay City, Leyte</b>	<b>9271285805</b>	<b>Dyana Rose M. Oraiz</b>	<b>VSU- Baybay City, Leyte</b>	<b>9351315130</b>					
NAME	ADDRESS	TEL. NO.													
<b>Cynthia Dolores V. Godoy</b>	<b>VSU- Baybay City, Leyte</b>	<b>9271285805</b>													
<b>Dyana Rose M. Oraiz</b>	<b>VSU- Baybay City, Leyte</b>	<b>9351315130</b>													
<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>															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)</td> </tr> <tr> <td colspan="2">PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID:</td> <td><b>PRC ID</b></td> </tr> <tr> <td>ID/License/Passport No.:</td> <td><b>0016086</b></td> </tr> <tr> <td>Date/Place of Issuance:</td> <td><b>PRC ORMOC</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>PRC ID</b>	ID/License/Passport No.:	<b>0016086</b>	Date/Place of Issuance:	<b>PRC ORMOC</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; height: 100px;">  </td> </tr> <tr> <td style="text-align: center;">Signature (Sign inside the box)</td> </tr> <tr> <td style="text-align: center;">JANUARY 6, 2025</td> </tr> <tr> <td style="text-align: center;">Date Accomplished</td> </tr> </table>		Signature (Sign inside the box)	JANUARY 6, 2025	Date Accomplished
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>PRC ID</b>														
ID/License/Passport No.:	<b>0016086</b>														
Date/Place of Issuance:	<b>PRC ORMOC</b>														
															
Signature (Sign inside the box)															
JANUARY 6, 2025															
Date Accomplished															
<p>SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.</p> <div style="border: 1px solid black; width: 300px; height: 80px; margin: 10px auto;"></div> <div style="border: 1px solid black; width: 300px; height: 30px; margin: 10px auto; text-align: center;">         Person Administering Oath       </div>															



PHOTO

Right Thumbmark

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: July 1, 2015– December 31,2023
- Position: Science Research Assistant
- Name of Office/Unit: Central Analytical Services Laboratory
- Immediate Supervisor: James A. Patindol
- Name of Agency/Organization and Location: Visayas State University  
VSU, Baybay City Leyte
- List of Accomplishments and Contributions (if any)
  - 1. Alternative Deputy Documents and Records Controller (Alternative dDRC)
  - 2. Project Manager – Central Analytical Services Laboratory
  - 3. Focal Person -PhilRootcrops, VSU Safety and Health Committee
  - 4. CASL- Deputy Documents and Records Controller (dDRC)
- Summary of Actual Duties

Perform chemical and physical laboratory analysis. Keep records, help maintain laboratory equipment and apparatuses as well as the laboratory and assist in the conduct of research studies on the development and/or improvement of related chemical analysis works in support to R & D program of the university.
- Duration: January 29, 2024– May 24,2024
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Soil Science
- Immediate Supervisor: Dr. Deejay M. Lumanao
- Name of Agency/Organization and Location: Visayas State University  
VSU, Baybay City Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties

Delivers classes, facilitating discussions, and conducting practical sessions. Prepare course materials such as lesson plans, assignments, and exams, ensuring that all necessary resources are in place for effective teaching. Assess student performance, and provide feedback. Engage with students outside of class, maintain accurate records, collaborate with other instructors, and address behavioral or academic issues.



JUVYLYN G. NIEGAS

(Signature over Printed Name  
of Employee/Applicant)

Date: January 6, 2025