

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 | LUMACAD | | |
| FIRST NAME | ANICETA | NAME EXTENSION (JR., SR) N/A | |
| MIDDLE NAME | MORENO | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 4/5/1967 | 16. CITIZENSHIP If holder of dual citizenship, please indicate the details. | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: <div></div> |
| 4. PLACE OF BIRTH | BAYBAY, LEYTE | | |
| 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"/> Separated <input type="checkbox"/> Other/s: | 17. RESIDENTIAL ADDRESS ZIP CODE | 680 MARTIN ALAJAS ST., House/Block/Lot No. Street |
| 7. HEIGHT (m) | 1.44 | | CARIDAD Subdivision/Village Barangay |
| 8. WEIGHT (kg) | 51 kg | | BAYBAY CITY LEYTE City/Municipality Province |
| 9. BLOOD TYPE | "O" | | 6521-A |
| 10. GSIS ID NO. | 67040501727 | | 680 MARTIN ALAJAS ST., House/Block/Lot No. Street |
| 11. PAG-IBIG ID NO. | 1700-0027-5475 | 18. PERMANENT ADDRESS ZIP CODE | CARIDAD Subdivision/Village Barangay |
| 12. PHILHEALTH NO. | 19-000815361-6 | | BAYBAY CITY LEYTE City/Municipality Province |
| 13. SSS NO. | 06-1535144-5 | | 6521-A |
| 14. TIN NO. | 178-646-614 | 19. TELEPHONE NO. | N/A |
| 15. AGENCY EMPLOYEE NO. | V000304 | 20. MOBILE NO. | 09355936128 |
| | | 21. E-MAIL ADDRESS (if any) | aniceta.lumacad@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) | | |
| | MIDDLE NAME | N/A | | |
| OCCUPATION | N/A | | N/A | N/A |
| EMPLOYER/BUSINESS NAME | N/A | | N/A | N/A |
| BUSINESS ADDRESS | N/A | | N/A | N/A |
| TELEPHONE NO. | N/A | | N/A | N/A |
| 24. FATHER'S SURNAME | LUMACAD | | N/A | N/A |
| | FIRST NAME | ALEJANDRO NAME EXTENSION (JR., SR) N/A | | |
| | MIDDLE NAME | AVILA | | |
| 25. MOTHER'S MAIDEN NAME | | | N/A | N/A |
| | SURNAME | MORENO | N/A | N/A |
| | FIRST NAME | ANTONIA | N/A | N/A |
| | MIDDLE NAME | LEONES | (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 | Duangan Elementary School | PRIMARY EDUCATION | 1974 | 1980 | N/A | 1980 | 1ST HONORABLE MENTION |
| SECONDARY | Caridad Barangay High School | HIGH SCHOOL | 1980 | 1984 | N/A | 1984 | Valedictorian |
| COLLEGE | Visayas State College of Agriculture (Now VSU) | BS IN AGRICULTURE major Soil Science | 1984 | 1994 | N/A | 1994 | Honorific Scholar |
| COLLEGE | St. Peter's College of Ormoc | TEACHER CERTIFICATE PROGRAM under BACHELOR IN SECONDARY EDUCATION | 2019 | 2020 | 18 units | 2020 | N/A |
| GRADUATE STUDIES | Visayas State University (VSU) | MS (Candidate) IN AGRONOMY minor AGRICULTURAL EDUCATION | 2000 | 2017 | 55 | N/A | N/A |

(Continue on separate sheet if necessary)

| | | | |
|-----------|--|------|------------------|
| SIGNATURE | | DATE | January 29, 2024 |
|-----------|--|------|------------------|

| 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 | |
| 1. CAREER SERVICE PROFESSIONAL | | 86.5 | 12/12/2003 | CIVIL SERVICE REGIONAL OFFICE No. 8 | N/A | N/A | |
| 2. AGRICULTURIST | | 79.33 | 07/06-08/2005 | CEBU CITY | 2792 | 4/5/2024 | |
| 3. PROFESSIONAL TEACHER | | 80.60 | 9/26/2021 | Tacloban City | 1888919 | 4/5/2025 | |
| 3. NATIONAL CERTIFICATE III <i>in</i> AGRICULTURAL CROPS PRODUCTION | | N/A | 8/10/2015 | AGRICULTURAL TRAINING INSTITUTE REGIONAL TRAINING CENTER 8 | Certificate No.:21083703007054 | 5/25/2026 | |
| 4. NATIONAL CERTIFICATE II <i>in</i> ORGANIC AGRICULTURE PRODUCTION | | N/A | 5/28/2019 | GODOY ORGANIC LAND DIVERSIFICATION FARM | Certificate: 19083702011677 | 5/27/2024 | |
| (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 | | | | | | |
| 01/01/2023 | Present | Administrative Officer II | VISAYAS STATE UNIVERSITY | P27,000.00 | 11 | Permanent | Y |
| 10/14/2022 | 12/31/2022 | Administrative Officer II | VISAYAS STATE UNIVERSITY | P25,439.00 | 11 | Permanent | Y |
| 01/01/2022 | 10/13/2022 | Administrative Assistant II | VISAYAS STATE UNIVERSITY | P20,233.00 | 08-8 | Permanent | Y |
| 4/17/2021 | 12/31/2021 | Administrative Assistant II | VISAYAS STATE UNIVERSITY | P19,438.00 | 08-8 | Permanent | Y |
| 1/1/2021 | 4/16/2021 | Administrative Assistant II | VISAYAS STATE UNIVERSITY | P19,264.00 | 08-7 | Permanent | Y |
| 6/1/2020 | 12/31/2020 | Administrative Assistant II | VISAYAS STATE UNIVERSITY | P18476.00 | 08-7 | Permanent | Y |
| 1/1/2020 | 5/31/2020 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P18476.00 | 08-7 | Permanent | Y |
| 1/1/2019 | 12/31/2019 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P17,688.00 | 08-7 | Permanent | Y |
| 4/17/2018 | 12/31/2018 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P17,209.00 | 08-7 | Permanent | Y |
| 1/1/2018 | 4/16/2018 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P17,051.00 | 08-6 | Permanent | Y |
| 1/1/2018 | | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P16,739.00 | 08-6 | Permanent | Y |
| 1/1/2017 | 12/31/2017 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P16,275.00 | 08-4 | Permanent | Y |
| 1/1/2016 | 12/31/2016 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P15,823.00 | 08-4 | Permanent | Y |
| 4/17/2015 | 12/31/2015 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P15,384.00 | 08-4 | Permanent | Y |
| 6/1/2012 | 4/16/2015 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P15,232.00 | 08-3 | Permanent | Y |
| 4/17/2012 | 5/31/2012 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P14,192.00 | 08-3 | Permanent | Y |
| 6/1/2011 | 4/16/2012 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P14, 011.00 | 08-2 | Permanent | Y |
| 6/24/2010 | 5/31/2011 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P12,941.00 | 08-1 | Permanent | Y |
| 7/1/2009 | 6/23/2010 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P11,871.00 | 08-1 | Permanent | Y |
| 4/17/2009 | 6/30/2009 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P10,801.00 | 08-1 | Permanent | Y |
| 7/1/2008 | 4/16/2009 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P10,538.00 | 08-1 | Permanent | Y |
| 7/1/2007 | 6/30/2008 | Laboratory Technician II | VISAYAS STATE UNIVERSITY | P9,580.00 | 08-1 | Permanent | Y |
| 4/17/2006 | 6/30/2007 | Laboratory Technician II | LEYTE STATE UNIVERSITY | P8,709.00 | 08-1 | Permanent | Y |
| 3/16/2004 | 4/16/2006 | Laboratory Technician I | LEYTE STATE UNIVERSITY | P7,796.00 | 06-2 | Permanent | Y |
| 7/16/2002 | 3/15/2004 | Laboratory Technician I | LEYTE STATE UNIVERSITY | P7,606.00 | 06-1 | Permanent | Y |
| 7/1/2001 | 7/15/2002 | Laboratory Technician I | VISAYAS STATE COLLEGE OF AGRICULTURE | P7,606.00 | 06-1 | Temporary | Y |
| 3/16/2001 | 6/30/2001 | Laboratory Technician I | VISAYAS STATE COLLEGE OF AGRICULTURE | P7,244.00 | 06-0 | Temporary | Y |
| 1/1/2001 | 3/15/2001 | Science Aide | VISAYAS STATE COLLEGE OF AGRICULTURE | P4,500.00 | N/A | Contractual | Y |
| 1/1/2000 | 12/31/2000 | Science Aide | VISAYAS STATE COLLEGE OF AGRICULTURE | P5,000.00 | N/A | Contractual | Y |
| 10/1/1999 | 12/31/1999 | Science Aide | VISAYAS STATE COLLEGE OF AGRICULTURE | P6,722.00 | N/A | Contractual | Y |
| 7/1/1998 | 6/30/1999 | Science Research Assistant | VISAYAS STATE COLLEGE OF AGRICULTURE | P9,680.40 | N/A | Contractual | Y |
| 1/1/1998 | 6/30/1998 | Science Research Assistant | VISAYAS STATE COLLEGE OF AGRICULTURE | P8,067.00 | N/A | Contractual | Y |
| 1/1/1996 | 12/31/1997 | Science Research Assistant | VISAYAS STATE COLLEGE OF AGRICULTURE | P5,722.00 | N/A | Contractual | Y |
| 1/1/1995 | 12/31/1995 | Science Research Aide | VISAYAS STATE COLLEGE OF AGRICULTURE | P3,660.00 | N/A | Contractual | Y |
| 5/16/1994 | 12/31/1994 | Science Research Aide | VISAYAS STATE COLLEGE OF AGRICULTURE | P2,700.00 | N/A | Contractual | Y |
| (Continue on separate sheet if necessary) | | | | | | | |
| SIGNATURE | | | | DATE | January 29, 2024 | | |

| 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 | | | |
| | 1. Unlocking Excellence: The 5S Revolution for Clerks and Heads at Visayas State University | 11/29/2023 | 11/29/2023 | 3 | Technical | Human, Resource Management Office, Visayas State University |
| | 2. 123rd Philippine Civil Service Anniversary (PCSA) Plant-Run | 09/17/2023 | 09/17/2023 | 2 | | Civil Service Commission, Field Office-Biliran |
| | 3. Training Workshop on Curriculum & Instruction Review of Graduate Programs | 08/31/2023 | 1/9/2023 | 16 | Technical | Graduate School, Visayas State University |
| | 4. Training on Working Towards personal Effectiveness | 08/22/2023 | 08/25/2023 | | Technical | Personnel Officers Association of the Philippines, Inc. |
| | 5. Training Workshop on Preparing Manuscripts for Publication | 03/29/2023 | 03/31/2023 | 24 | Technical | Visayas State University Graduate Students' Society (VSUGSS) and Graduate School (GS) |
| | 6. Webinar on Navigating the digital shift: Instructional Materials to Support the University's Flexible learning" | 03/18/2021 | 03/18/2021 | 8 | Technical | Visayas State University |
| | 7. Control your records before they control you | 01/27/2021 | 01/27/2021 | 4 | Technical | DOST-STII |
| | 8. Operational Planning Workshop and Reframing of the Strategic plan | 05/10/2020 | 07/10/2020 | 24 | Technical | OVPPRGAS, VSU |
| | 9. Workshop on the Assessment of Accomplishment and Target Settings of the Strategic Plan | 09/30/2020 | 09/30/2020 | 8 | Technical | OVPPRGAS, VSU |
| | 10. Training on Identification Proper and complete items Technical Specification and parameters and orientation of the purchase Request (PR) Module of the Supply Properties Procurement Management Information System (SPPMIS) | 08/28/20 | 08/28/20 | 8 | Technical | OVPPRGAS, VSU |
| | Please see other sheet. | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| (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) | |
| | 1. Soil and Plant Analysis | | VSU Loyalty Award (10 years) - March 15, 2011 | | 1. VSU Alumni Association, Inc. | |
| | 2. Computer literate (MS Word, MS Excell & power point) | | VSU Loyalty Award (15 years) - March 15, 2016 | | 2. Philippine Association of Agriculturist (PAA), Inc. | |
| | | | VSU Loyalty Award (20 years) - March 15, 2021 | | 3. Phil. Soc. Of Soil Science and Tech. (PSSST), Inc. | |
| | | | | | 4. Tech. Education & Skills Dev't. Authority (TESDA), Alumni | |
| | | | | | 5. Phil. Alliance of Laboratory Equipment Users (PALEU) | |
| | | | | | 6. Organic Agriculture Soc. Of the Phils. (OASP), Inc. | |
| | | | | | 7. Integrated Chemists of the Philippines (ICP), Inc. | |
| | | | | | 8. Phil. Assoc. of Agri-Vironment Educators & Entrepreneur, Inc. | |
| | | | | | 9. Phil. Ext. & Advisory Services Network, Inc. | |
| | | | | | 10. Phil. Assoc. for Tech. in Home Econ. Of State colleges & Universities | |
| | | | | | 11. The Phil. Phytological Society, Inc. | |
| | | | | | 12. Phil. Society for Lactic Acid Bacteria, Inc. | |
| | | | | | 13. Phil. Assoc. for Graduate Education (PAGE), VIII | |
| | | | | | 14. Personnel Officers Association of the Philippines, Inc. | |
| (Continue on separate sheet if necessary) | | | | | | |
| SIGNATURE | | | | DATE | July 14,2023 | |

