

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	Quiñones		
FIRST NAME	Cecille Marie	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Oquias		
3. DATE OF BIRTH (mm/dd/yyyy)	02/12/1987	16. CITIZENSHIP	☒ Filipino ☐ Dual Citizenship ☐ by birth ☐ by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Baybay, Leyte	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	☐ Male ☒ Female		
6. CIVIL STATUS	☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:	17. RESIDENTIAL ADDRESS	Visca House/Block/Lot No. Street Coconut Village Pangasungan Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.50	ZIP CODE	6521
8. WEIGHT (kg)	45.00		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	Visca House/Block/Lot No. Street Coconut Village Pangasungan Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
10. GSIS ID NO.	02004646639	ZIP CODE	6521
11. PAG-IBIG ID NO.	RTN916197445		
12. PHILHEALTH NO.	130001174372		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	1161050000000	20. MOBILE NO.	N/A
15. AGENCY EMPLOYEE NO.	V00866	21. E-MAIL ADDRESS (if any)	cecillemarie.quinones@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	NA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	NA	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	NA			
OCCUPATION	NA			
EMPLOYER/BUSINESS NAME	NA			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	Quiñones			
FIRST NAME	Cesar	NAME EXTENSION (JR., SR)		
MIDDLE NAME	Pulido			
25. MOTHER'S MAIDEN NAME	Bastasa			
SURNAME	Quiñones			
FIRST NAME	Lilia			
MIDDLE NAME	Oquias		(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 Elementary School	Elementary	1993	2000		2000	N/A
SECONDARY	Visayas State University Laboratory High School	High School	2000	2004		2004	N/A
VOCATIONAL/ TRADE COURSE	N/A						
COLLEGE	LEYTE STATE UNIVERSITY	Bachelor of Science in Agriculture (Major in Soil Science)	2004	2008		2008	Cum Laude
GRADUATE STUDIES	University of Goettingen	Master of Science in Soil Science	2009	2011		2011	N/A

PLEASE SEE ATTACHMENT A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/16/2024
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Attachment A

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			
GRADUATE STUDIES		Visayas State University	Master of Science in Soil Science	2012	2014		2014	
		University of Goettingen, Germany	Doctor of Philosophy in Agriculture (Major in Tropical and Subtropical Soil Science)	2017	2023		2023	
(Continue on separate sheet if necessary)								
SIGNATURE				DATE		09/16/2024		

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
	Agriculturist		N/A	Tacloban City	N/A	N/A

(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						
01/01/2024	PRESENT	Assistant Professor IV	Visayas State University	49,015.00	18-1	Permanent	Y
08/03/2023		Assistant Professor IV	Visayas State University	46,725.00	18-1	Permanent	Y
02/01/2023		Assistant Professor II	Visayas State University	39,672.00	16-1	Permanent	Y
01/01/2023		Assistant Professor I	Visayas State University	36,619.00	15-1	Permanent	Y
01/01/2022	12/31/2022	Assistant Professor I	Visayas State University	35,097.00	15-1	Permanent	Y
01/01/2021	12/31/2021	Assistant Professor I	Visayas State University	33,575.00	15-1	Permanent	Y
01/01/2020		Assistant Professor I	Visayas State University	32,053.00	15-1	Permanent	Y
07/01/2019		Assistant Professor I	Visayas State University	30,531.00	15-1	Permanent	Y
01/01/2019	12/31/2019	Instructor III	Visayas State University	28,447.00	14-3	Temporary	Y
01/01/2018	12/31/2018	Instructor III	Visayas State University	27,122.00	14-3	Temporary	Y
01/01/2017		Instructor I	Visayas State University	25,290.00	14-1	Temporary	Y
01/01/2017	12/31/2017	Instructor III	Visayas State University	25,290.00	14-1	Temporary	Y
01/01/2017		Instructor III	Visayas State University	25,859.00	14-3	Temporary	Y
11/01/2016	12/31/2016	Instructor I	Visayas State University	20,651.00	12-1	Temporary	Y
01/01/2016	10/31/2016	Instructor I	Visayas State University	20,651.00	12-1	Temporary	Y
11/01/2015	12/31/2015	Instructor I	Visayas State University	19,940.00	-	Temporary	Y
12/01/2014	10/31/2015	Instructor I	Visayas State University	19,940.00	-	Temporary	Y

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/16/2024
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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

(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			
	11th PAA National congress and 2024 Philippine Agriculturists' Summit	07/01/2024	07/05/2024	32	Technical	Philippine Agriculturists' Association
	Certificate Program Field course: Conservation, Restoration, and Sustainable Use in Practice	06/05/2023	06/09/2023	40	Technical	ELTI, RISE, FFP
	National Training on Rainforestation for the Visayas and Mindanao Regions	04/17/2023	04/21/2023	40	Technical	ELTI, RISE, FFP, VSU
	Tropentag 2021	09/15/2021	09/17/2021	24	Technical	University of Hohenheim
	European Geosciences Union (EGU) General Assembly	04/19/2021	04/30/2021	96	Technical	EGU Organization
	Training on vegetable production and integrated soil nutrient management	10/28/2016	10/28/2016	8	Technical	ACIAR
	NRCP - VRC Annual Scientific Conference & 13th Gen. Membership Assembly	05/23/2016	05/23/2016	8	Technical	DOST, NRCP
	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.	04/16/2016	04/30/2016	80	Research	ACIAR, QDAFF, Uni of Queensland
	DOST 1st International Scholars' Conference	04/07/2016	04/08/2016	16	Technical	DOST
	NC III Certification: Harnessing AEWs Capabilities on Agricrop Production	09/14/2015	09/18/2015	40	Technical	Agriculture Training Institute - RO8
	4th National DOST-SEI ASTHRDP-NSC Scholars' Conference	05/07/2015	05/08/2015	16	Technical	DOST-SEI
	Training-Workshop on Data Analysis Using SAS and R	06/10/2014	06/11/2014	16	Technical	ACIAR, VSU
	National Conference on Development Initiatives in the Philippine Marginal Uplands	10/22/2013	10/24/2013	24	Technical	PHERNET, VSU

(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)
	N/A		Doctoral Scholarship Award		VSU-FA
					Crop Science Society in the Philippines
					Philippine Agriculturists Association, Inc
					Philippine Society of Soil Science and Technology
					National Research Council of the Philippines

(Continue on separate sheet if necessary)

SIGNATURE		DATE	09/16/2024
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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)?		☐YES☒NO ☐YES☒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?		☐YES☒NO If YES, give details: _____ ☐YES☒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?		☐YES☒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?		☐YES☒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?		☐YES☒NO If YES, give details: _____ ☐YES☒NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?		☐YES☒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?		☐YES☒NO If YES, please specify: _____ ☐YES☒NO If YES, please specify ID No _____ ☐YES☒NO If YES, please specify ID No _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) <table><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr><tr><td>Romel Armecin</td><td>NARC, VSU</td><td></td></tr><tr><td>Marlito Jose Bande</td><td>ITEEM, VSU</td><td></td></tr><tr><td>Suzette B. Lina</td><td>Dept. of Soil Science, VSU</td><td></td></tr></table>			NAME	ADDRESS	TEL. NO.	Romel Armecin	NARC, VSU		Marlito Jose Bande	ITEEM, VSU		Suzette B. Lina	Dept. of Soil Science, VSU	
NAME	ADDRESS	TEL. NO.												
Romel Armecin	NARC, VSU													
Marlito Jose Bande	ITEEM, VSU													
Suzette B. Lina	Dept. of Soil Science, VSU													
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.		ID picture taken within the last 6 months 3.5 cm x 4.5 cm (passport size) With full and handwritten name tag and signature over printed name Computer generated or photocopied picture is not acceptable PHOTO Right Thumbmark												
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) <i>PLEASE INDICATE ID Number and Date of Issuance</i> Government Issued ID: N/A ID/License/Passport No.: N/A Date/Place of Issuance: N/A	Signature (Sign inside the box) 09/16/2024 Date Accomplished													
SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above. Person Administering Oath														