

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. SURNAMENAME	GUMBA		
FIRST NAME	BERTULFO	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	MORENO		
3. DATE OF BIRTH (mm/dd/yyyy)	9/2/1990	10. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	CARIDAD, BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Others.	17. RESIDENTIAL ADDRESS	1327 BURG 2, CAIMITO
7. HEIGHT (m)	1.58	House/Block/Lot No.	Street
8. WEIGHT (kg)	52.2	CALIPAYAN	GUADALUPE
9. BLOOD TYPE	*O*	Subdivision/Village	Tab-ang
10. GSIS ID NO.	B0052BM6011	Baybay City	Leyte
11. PAG-IBIG ID NO.	1700-0035-1363	City/Municipality	Province
12. PHILHEALTH NO.	13-000015624-8	ZIP CODE	6521-A
13. SSS NO.	INA	18. PERMANENT ADDRESS	1327
14. TIN NO.	100 014 702	House/Block/Lot No.	GUADALUPE
15. AGENCY EMPLOYMENT NO.	V000611	CALIPAYAN	Tab-ang
16. MOBILE NO.	0969000072	Subdivision/Village	Leyte
19. TELEPHONE NO.	NONE	Baybay City	Province
20. E-MAIL ADDRESS (if any)	bertgumba@yahoo.com	ZIP CODE	6521-A

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GUMBA	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	LUCIA	JAY C. GIMRA	5/4/1991
MIDDLE NAME	CALIPAYAN	JASON C. GUMBA	7/5/1992
OCCUPATION	HOUSEKEEPER	JENEBETH C. GUMBA	12/30/1995
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	GUMBA		
FIRST NAME	ZOSIMO (DECEASED)		
MIDDLE NAME			
25. MOTHER'S MAIDEN NAME	MORENO		
SURNAME	MORENO		
FIRST NAME	SOFIA (DECEASED)		
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	CARIDAD ELEMENTARY SCHOOL	Primary Education	1968	1975	Diploma	1975	Diploma
SECONDARY	CARIDAD RURAL HIGH SCHOOL	High School	1980	1984	Diploma	1984	Diploma
VOCATIONAL / TRADE COURSE	None	None			None		None
COLLEGE	Visayas State College of Agriculture	BACHELOR OF HOME ECONOMICS AND EXTENSION	1985	1989	Diploma	1989	Diploma
GRADUATE STUDIES	None	None			None		None

(Continue on separate sheet if necessary)

SIGNATURE

DATE

12-3-24

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
	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.

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12-3-24
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<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 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>Date Filed: _____</p> <p>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 9972), 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>	

41. REFERENCES (Person not related by consanguinity or affinity to applicant/appointee)		
NAME	ADDRESS	TEL. NO.
RUBEN M. GAPASIN	VSU-CAMPUS, BAYBAY CITY, LEYTE	9176336571
FELICIANO G. SINON	VSU-CAMPUS, BAYBAY CITY, LEYTE	653-7598
LUZ O. MORENO	VSU-CAMPUS, BAYBAY CITY, LEYTE	653-7598

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.

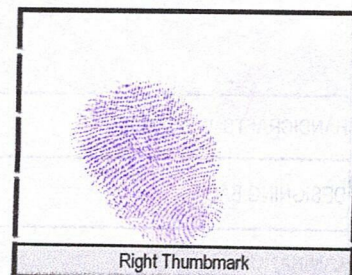
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	
PLEASE INDICATE ID Number and Date of Issuance	
Government Issued ID: V000611	
ID/License/Passport No.: H12-14-001798	
Date/Place of Issuance: 01/20/2017 - BAYBAY CITY	

 Signature (Sign inside the box) 12-3-29 Date Accomplished	
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BERTULFO GUMBA

PHOTO



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 02 JAN 2025 affiant exhibiting his/her validly issued government ID as indicated above.

 Atty. ARSAN C. GUMBOCOR VSU Campus Office Person Administering Oath	
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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.

Sample: If applying to Supervising Administrative Officer

- Duration: January 1, 2000 – Present
- Position: Laboratory Technician
- Name of Office/Unit: National Abaca Research Center
- Immediate Supervisor: Romel B. Armechin
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Develops new designs of handicraft from abaca waste.
 - Conducts/serves as resource person for skills training on abaca handicraft
 - Makes handicraft products from abaca wastes and other novel abaca-based products for display/exhibits.
 - Assesses/evaluates the quality of the trainees, weavers' finished products
 - Records all finished products and issues log slip to the weavers.
 - Others: Briefs walk-in visitors at the handicraft/workshop area and performs other duties assigned by the immediate supervisor/director

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 BERTULFO M. GUMBA
 (Signature over Printed Name
 of Employee/Applicant)

Date: 1-6-25