00 h 3 d 2 d 2							
CS Form No. 212 Revised 2017	PERSON	IAL DATA	SH	EET.			
READ THE ATTACHED GUIDE TO	made in the Personal Data Sheet and the Work Exper FILLING OUT THE PERSONAL DATA SHEET (PDS) BE	FORE ACCOMPLISHING THE PDS FO	ORM.				
Print legibly. Tick appropriate box	xes () and use separate sheet if necessary. Indic ION	cate N/A if not applicable. DU NOT	ABBREVIA	ATE. It, CS ID No.	(Do not fill up, For CSC use o		
2. SURNAME	Villas	8 62.4580		195 (JHC g 2 32)[60.6	one processors alou sontibals		
FIRST NAME	Norman			NAME EXT	FENSION (JR., SR) N/A		
MIDDLE NAME	Ortega				N/A		
3. DATE OF BIRTH	Ollega	The second secon		The second secon			
(mm/dd/yyyy)	05/11/1990	16, CITIZENSHIP			Dual Citizenship		
4. PLACE OF BIRTH	Baybay, Leyte	If holder of dual citizenship	р,		birth by naturalization of birth by naturalization of birth by naturalization.		
5. SEX	✓ Male ☐ Female	please indicate the details	š.	Philippines			
6. CIVIL STATUS	Single Married	17. RESIDENTIAL ADDRESS			Sto Rosario Street		
	Widowed Separated		Hous	se/Block/Lot No.	Street		
	Other/s:		Crah	ndivision/Village	Poblacion Barangay		
7. HEIGHT (m)	1,60	PACE CHARGE PROGRAMM		INOPACAN	LEYTE		
7. HEIGHT (III)	1.00	reserve Table en 17	Ci	ty/Municipality	Province		
8. WEIGHT (kg)	74.00	ZIP CODE 16. PERMANENT ADDRESS	6522		5 7019		
9. BLOOD TYPE	0+	IO, PENNANCHI ADDRESS	Hou	se/Block/Lot No.	Sto Rosario Street Street		
10. GSIS ID NO.	LP02004797138	NATA SOCIETA SERVICE	Cut	A Company	Poblacion SUSMON		
11. PAG-IBIG ID NO.	N/A	sing child disposition		odivision/Village INOPACAN	Barangay LEYTE		
V	37.467	versitation respect	City/Municipality		Province		
12. PHILHEALTH NO.	121077609186	ZIP CODE	6522				
13. SSS NO.	N/A	19. TELEPHONE NO.	053 565 0600		00		
14. TIN NO.	296021641000	20. MOBILE NO.	9176590003				
15. AGENCY EMPLOYEE NO.	V00893	21. E-MAIL ADDRESS (if any)		normanvillas@vsu.edu.ph			
II. FAMILY BACKGROUN	D D						
22. SPOUSEVS SURNAME	Villas Villas	nerind alaiĉ asvea V 23.1	NAME of CH	ILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yy		
FIRST NAME	Me-an	NAME EXTENSION (JR., SR)	G	Gabrielle Normaine D. Villas	01/03/2012		
MIDDLE NAME	Dotollo	i de pisawoni a soo mi	-	ate in a making	PARTITION OF THE STATE OF THE S		
OCCUPATION	Government Emplo						
EMPLOYER/BUSINESS NAME	Visayas State Unive	ersity	1				
BUSINESS ADDRESS	VSU Main, Baybay Cit	y, Leyte					
TELEPHONE NO.	053 565 8283						
24. FATHER\'S SURNAME	Villas						
FIRST NAME	Norbert	NAME EXTENSION (JR., SR)					
MIDDLE NAME	Cabantug						
25. MOTHER\'S MAIDEN NAME	Dancil						
SURNAME	Villas						
FIRST NAME	Norma						
MIDDLE NAME	Ortega			(Continue on separate she	net if necessary		
III. EDUCATIONAL BACK				Tourning on scholate site	The second section of the second seco		

NAME OF SCHOOL (Write in full) BASIC EDUCATION/DEGREE/COURSE (Write in full) PERIOD OF ATTENDANCE LEVEL/UNITS EARNED (if not graduated) YEAR GRADUATED ACADEMIC HONORS RECEIVED LEVEL From To ELEMENTARY Visca Foundation Elementary School Elementary 1987 2003 2003 SECONDARY Visayas State University Laboratory High School High School 2003 2007 2007 VOCATIONAL/ TRADE COURSE N/A Bachelor of Science in Computer Science COLLEGE Visayas State University 2007 2011 2011 GRADUATE STUDIES N/A SIGNATURE DATE 01/21/2022

7. CARE	AREER SERVICE FLIGIBILITY CAREER SERVICE/RA 1080 (BOARD/BAR) UNDER DATE OF					LICENSE (if applicable)			
	SPECIAL LAW	/S/ CES/ CSEE IY / DRIVER'S LICENSE	RATING (If Applicable)	EXAMINATION / CONFERMENT	/ PLACE OF EXAMINATION / CONFERMENT		NUMBER	Date of Validity	
	Career Service F	Professional	82,45	08/12/2018	Maasin City, Southern Leyte			08-181207-418	12/07/20
Electron	Electronic Data Processing Specialist Eligibility 89.90			09/14/2018 DICT Don Roo		ces, Quezon City		320108190002	05/28/201
							7,000		
/ WARK	EXPERIENC	· F		(Confinue on separate she	at if necessary)				
			t work) Descripti	on of duties should b	e indicated in the attache	d Work Exper	ience sheet.		
	SIVE DATES n/dd/yyyy)	POSITION TIT (Write in full/Do not al		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)
01/01/2021	06/30/2021	Computer Progra	mmer I	Visayas	State University	22,316.00	11-1	Casual	Y
01/01/2021	AND LIBO	Computer Progra			State University	23,877.00	11-1	Casual	Y
07/01/2020	12/31/2020	Computer Progra			State University	22,316.00	11-1	Casual	Y
01/01/2020	06/30/2020	Computer Progra	mmer I	Visayas	State University	1,014.36		Casual	Y
01/01/2019	12/31/2019	Computer Progra	mmer I	Visayas	State University	943.36	-	Casual	Υ
01/01/2018	12/31/2018	Computer Progra	mmer I	Visayas State University		917.22	-	Casual	Y
01/01/2017	12/31/2017	Computer Progra	mmer I	Visayas State University		891.82	-	Casual	Υ
01/01/2016	12/31/2016	Computer Progra	mmer I	Visayas State University		867.14		Casual	Υ
11/02/2015	12/31/2015	Computer Progra	mmer I	Visayas State University		843.14	-	Casual	Y
03/16/2012	03/01/2013	System and Network A	Administrator	Pfize Inc.		18,000.00	-	Contractual	N
07/15/2011	01/02/2012	Production Associate		Innodata Kno	wledge Service Inc.	15,000.00	-	Contractual	N
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/I. VOLUNTARY WORK OR INVOLVEME	ENT IN CIVIC / NON-GOVERNMI	ENT / PEOPL	LE / VOLUNT	ARY ORGANI	ZATION/S		
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS		POSITION / NATURE OF WORK	
N/A		From N/A	To N/A	N/A		N/A	
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I LEADNING AND DEVELOPMENT //		BARRIO DE LA COMPANIO	te sheet if necessary		12 8 4 3 D		
 LEARNING AND DEVELOPMENT (L& art from the most recent L&D training program and inc.) 					egerial positions)		
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE		NUMBER OF	Type of LD (Managerial/	CONDUCTED/ SPONSORED BY	
(Write in fi	ull)	(mm/dd/yyyy) From To		HOURS	Supervisory/ Technical/etc)	(Write in full)	
Training Workshop on Public Relations	s and Media Production	01/05/2022	01/07/2022	24	Technical	"Visayas State University (VSU), Visca, Baybay City, Ley	
Moodle Training for Site Admin	istrator (MTSA)	09/17/2021	12/13/2021	255	Technical	Nephila Web Technology Inc.	
RADUATE SCHOOL CONVOCATION: RESILIENCY IN TH		08/11/2020	08/26/2020	48	Technical	Department of Information and Communications Technology	
IN THE PHILIPPINE EDUCATION	21/17 (10)	9, 0.34, 381			2 10 232	Valenzuela Campus (DICT-Valenzuela Campus)	
Training of Trainers on the Electronic Freedom of Infor	rmation(eFOI) Portal for Focal Persons	06/26/2019	06/29/2019	16	Managerial	PCCO and CHED	
Training of Trainers on Project Mar	nagement and ICTD	06/26/2019	06/29/2019	16	Managerial	Department of Information and Communications Technol Valenzuela Campus (DICT-Valenzuela Campus)	
Executive Briefing on Transformative Technologies	Towards Data Driven Governance	06/24/2019	06/24/2019	8	Managerial	Department of Information and Communications Technol Valenzuela Campus (DICT-Valenzuela Campus)	
Electronic Data Processing (Programmin	ng) using Java Language	08/15/2018	09/26/2018	48	Supervisory	DICT - Main Office, Diliman, Quezon City	
PHNOG(Philippine Network Operators Group)		06/27/2016	06/27/2016	8	Technical	Department of Information and Communications Techno	
HANDS-ON TRAINING AND ORIENTATION ON IPEL ONLINE DATABASES SUBSCRIPTIONS		09/15/2015	09/15/2015	8	Technical	PACSA	
WEBMAP SERVER-TRAINING WORKSHOP		08/21/2015	08/25/2015	16	Technical	Phil-LiDAR 2 and Deutsche Gesellschaft fur Internation	
GOOGLE APPS FOR ED	10 Table 10 At 10					Zusammenarbeit (GIZ)	
		11/19/2014	11/20/2014	16	Technical	PACSA	
CISCO NETWORKING ASSOCIATE		04/14/2014	11/17/2014	8	Technical	Leyte Normal University	
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II. OTHER INFORMATION		Continue on separal	te sheet if necessary		Marie Struck		
31. SPECIAL SKILLS and HOBBIES	32. NO		TINCTIONS / REC	OGNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZAT	
Computer Programming	(With in Dul) (With					(Write in full)	
Driving	Best Production Associate					Kabalikat Civicom	
Information Technology					Control or Control of the Control of	7932 113 (21)	
Systems Analysis	end art aliculton	Stanlachs.			A Committee and the Committee of the	0.6500-C) (311) ca	
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SIGNATURE				DA	TE	01/21/2022	

24				i i
34.	Are you related by consanguinity or affinity to the appointin chief of bureau or office or to the person who has immediate	. 구시 경우에 보면 보면 보다		1
	Bureau or Department where you will be apppointed,	description of the your in the Onice,	NOTATION OF THE SECOND	20.00
	a. within the third degree?		YES NO	
	b. within the fourth degree (for Local Government Unit - Ca	areer Employees)?	YES NO	
			If YES, give details:	
_	a Have you over been found quilty of any administrative of	#o0		
35.	a. Have you ever been found guilty of any administrative of	TIENSE (YES NO	
			If YES, give details:	
	b. Have you have ariminally abarrand before any court?			
	b. Have you been criminally charged before any court?		☐ YES ☑ NO If YES, give details:	
			Date Filed:	
		n allanda eta eta eta eta eta eta eta eta eta et	Status of Case/s:	
36.	Have you ever been convicted of any crime or violation of	any law, decree, ordinance or regulation by	YES V	10
	any court or tribunal?		If YES, give details:	
	sevil or referê sueli (1000 geles ethicati asevir) (1 - lesence)	AS 0.000,779,737 ASPINED 19	d stade of a table to be delicated in the delicated in th	Content of Terms
37.	Have you ever been separated from the service in any of the dropped from the rolls, dismissal, termination, end of term,		YES V	10
	the public or private sector?	thilistied contract of phased out (abolition) in	If YES, give details:	Property and the statement
38.	a. Have you ever been a candidate in a national or local ele	ection held within the last year (except	☐ YES ☑	NO
	Barangay election)?		If YES, give details:	Mail and a record to proceed
	b. Have you resigned from the government service during		☐ YES ☑	NO
	election to promote/actively campaign for a national or local	a etocicia deficación espe	If YES, give details:	
39.	Have you acquired the status of an immigrant or permaner	nt resident of another country?	☐ YES ☑	
			If YES, give details (count	ry):
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma	agna Carta for Disabled Persons (RA 7277)		Mar Ala
	and (c) Solo Parents Welfare Act of 2000 (RA 8972), pleas		107.22746.11 107.44 150.45 month	
а.	Are you a member of any indigenous group?		☐ YES ☑	NO
0.	Are you a person with disability?		If YES, please specify:	
	And you a porson with a dability :	☐ YES ☑ If YES, please specify ID No:	NO	
C.	Are you a solo parent?	e lemma l'emerce	☐ YES ☑	NO
			If YES, please specify ID No:	
41.	REFERENCES (Person not related by consanguinity or affinity to applica	ınt /appointee)		
	NAME	ADDRESS	TEL. NO.	
	DR. EDGARDO E. TULIN	VSU, BAYBAY, LEYTE	053 563 - 7067	
	PROF. WINSTON TABADA	VSU, BAYBAY, LEYTE	053 563 7068	
	ENGR. SEAN O. VILLAGONZALO	VSU, BAYBAY, LEYTE	09953934540	
42.	I declare under oath that I have personally accomplish		tie correct and	
	complete statement pursuant to the provisions of pert	inent laws, rules and regulations of the	Republic of the	No.
	Philippines. I authorize the agency head/authorized repre-			MORMANO VILLAS
	agree that any misrepresentation made in this doc administrative/criminal case/s against me.		e the filing of	PHOTO
	and the same state of the same	PERMITTED AND DISTRIBUTION OF THE SECOND ASSESSMENT OF THE SECOND ASSES	37	
	overmment Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)	Prof. Activities Accordance		mi is de l'aspréssion l'apprendique
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-	overnment Issued ID: — Driver's License			
ID	/License/Passport No.: H12-13-002369	ox)		
Date/Place of Issuance: BAYBAY CITY,LEYTE 011/2 Date Acc				Right Thumbmark
	CURCODIFF AND OMORNA	1.7 FED 2000		
	SUBSCRIBED AND SWORN to before me this	17 FEB 2022 , affiant exhib	iting his/her validly issued goven	nment ID as indicated above.
		TTV000111 COMMAN	0	
	OATE 37/21/2022	ATTY. RYSAN C. GUINOCO VSU Offer Legal Officer		
	CS FOORWAY GROUND COS FOORWAY GROUND COST N. DRIPL S	·		
		Person Administering Oatl	h	

WORK EXPERIENCE SHEET

- Duration: Oct 31, 2015 present
- Position: Computer Programmer I
- In-charge Management Information System (MIS)
- Name of Office/Unit: Information and Communications Management Center
- Immediate Supervisor: Engr. Sean O. Villagonzalo
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Develop and maintained the Learning Management System (VSUEE)
 - Development of Human Resource Information System
 - Project Leader for the following Modules:
 - Automation of Personal Data Sheet (CSC Compliant)
 - Electronic Daily Attendance Tracking System(Biometrics)
 - Recruitment, Selection and Placement(RSP) Module
 - Document Tracking System(DTS)
 - Electronic Records Management System
 - Developed Fiber Optic Network Plan
 - Migrated from slow wireless network backhaul to FOBN and Implemented Fiber Optic Network Backbone Switching and Routing.
 - Developed Web-based Online Enrollment System with the following Modules:
 - Registrar Module
 - Cashiering Module
 - Teacher's Module
 - Student Module
 - Summary of Actual Duties
 - Responsible for Programming and maintenance of Learning Management System(LMS) of VSU
 - Responsible for the management of VSU Network, planning, commissioning, and testing
 - Responsible for the maintenance and enhancement of Information Systems developed by the University.
 - Maintenance of Server farm/ Data Center that houses the Information Systems and other Applications
- Duration: April 15, 2013 Oct 29, 2015
- Position: Computer Programmer (JO)
- Name of Office/Unit: REGISTRAR'S OFFICE
- Immediate Supervisor: Eliezer Velasco
- Name of Agency/Organization and Location: VISAYAS STATE UNIVERSITY
 - List of Accomplishments and Contributions (if any)
 - Enhanced Enrollment System by migrating from MS Access to MySQL back-end
 - Developed a database for easy retrieving of student records.
 - Summary of Actual Duties
 - Responsible for enhancing the existing program of the office for faster and productive workflow. Performing technical task e.g. Database Back-up and Restore, SQL to Excel Generated Reports, populating data from Student Database to ID machine for easy retrieval of records. Developed Transcript of Records Program. Repair and maintenance of Servers and workstations.

(Signature over Printed Name of Employee/Applicant)

Date: 0//08/202