

IV. CIVIL SERVICE ELIGIBILITY

29. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE	RATING	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
				NUMBER	DATE OF RELEASE
CAREER SERVICE SUB-PROFESSIONAL	72.89%	DEC. 7, 1980	TACLOBAN CITY		

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE (Include private employment. Start from your current work)

30. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full)	MONTHLY SALARY	SALARY GRADE & STEP INCREMENT (Format *00-0*)	STATUS OF APPOINTMENT	GOVT SERVICE (Yes / No)
From	To						
06 /01/2013	PRESENT	ADM. ASSISTANT III	ACCOUNTING OFFICE, VSU	16,212.00	09-2	Permanent	Yes
06/01/2012	05/31/2013	ADM. ASSISTANT III	ACCOUNTING OFFICE, VSU	16,051.00		Permanent	Yes
06/01/2011	05/31/2012	ADM. ASSISTANT III	ACCOUNTING OFFICE, VSU	14,857.00		Permanent	Yes
06/24/2010	05/31/2011	ADM. ASSISTANT III	ACCOUNTING OFFICE, VSU	13,663.00		Permanent	Yes
06/01/2010	06/23/2010	ADM. ASSISTANT III	ACCOUNTING OFFICE, VSU	12,469.00		Permanent	Yes
07/01/2009	05/31/2010	ADM. AIDE IV	ACCOUNTING OFFICE, VSU	9,252.00	04-4	Permanent	Yes
07/01/2008	06/30/2009	ADM. AIDE IV	ACCOUNTING OFFICE, VSU	8,496.00		Permanent	Yes
03/04/2008	06/30/2008	ADM. AIDE IV	ACCOUNTING OFFICE, VSU	7,724.00		Permanent	Yes
07/01/2007	03/03/2008	ADM. AIDE IV	ACCOUNTING OFFICE, VSU	7,536.00		Permanent	Yes
03/04/2005	06/30/2007	ADM. AIDE IV	ACCOUNTING OFFICE, LSU	6,851.00		Permanent	Yes
12/01/2004	03/03/2005	ADM. AIDE IV	ACCOUNTING OFFICE, LSU	6,684.00		Permanent	Yes
03/04/2002	11/30/2004	ACCTG. CLERK I	ACCOUNTING OFFICE, LSU	6,684.00		Permanent	Yes
07/01/2001	03/03/2002	ACCTG. CLERK I	ACCOUNTING OFFICE, LSU	6,522.00		Permanent	Yes
01/01/2000	06/30/2001	ACCTG. CLERK I	ACCOUNTING OFFICE, ViSCA	6,211.00		Permanent	Yes
03/04/1999	12/31/1999	ACCTG. CLERK I	ACCOUNTING OFFICE, ViSCA	5,646.00		Permanent	Yes
12/01/1997	03/03/1999	CLERK I	ACCOUNTING OFFICE, ViSCA	5,228.00		Permanent	Yes
01/01/1997	11/30/1997	CLERK I	ACCOUNTING OFFICE, ViSCA	237.64/day		Casual	Yes
01/01/1996	12/31/1996	CLERK I	ACCOUNTING OFFICE, ViSCA	225.27/day		Casual	Yes
01/01/1995	12/31/1995	CLERK I	ACCOUNTING OFFICE, ViSCA	179.82/day		Casual	Yes
01/01/1994	12/31/1994	CLERK I	ACCOUNTING OFFICE, ViSCA	134.36/day		Casual	Yes
07/01/1989	12/31/1993	CLERK I	ACCOUNTING OFFICE, ViSCA	98.00/day		Casual	Yes
12/14/1987	06/30/1989	CLERK	ACCOUNTING OFFICE, ViSCA	32.85/day		Casual	Yes
03/01/1987	12/13/1987	CLERK	ACCOUNTING OFFICE, ViSCA	22.90/day		Casual	Yes
07/01/1986	02/28/1987	CLERK	ACCOUNTING OFFICE, ViSCA	19.90/day		Casual	Yes
04/07/1986	06/30/1986	CLERK	ACCOUNTING OFFICE, ViSCA	18.10/day		Casual	Yes

(Continue on separate sheet if necessary)

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

31. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
	From	To		
NONE	/ /	/ /		
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(Continue on separate sheet if necessary)

VII. TRAINING PROGRAMS (Start from the most recent training.)

32. TITLE OF SEMINAR/CONFERENCE/WORKSHOP/SHORT COURSES (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	CONDUCTED/ SPONSORED BY (Write in full)
	From	To		
SEMINAR ON THE PHIL. PUBLIC SECTOR ACCOUNTING STANDARDS(PPSAS) AND THE REVISED CHART OF ACCOUNTS(RCA)	11 / 17 / 14	11 / 21 / 14	40	COMMISSION ON AUDIT, QUEZON CITY, PHILS.
SEMINAR ON THE UNIFIED ACCOUNT CODE STRUCTURE(UACS) APPLICATION COURSE-TRAINING PROGRAM	11 / 04 / 14	11 / 06 / 14	24	VISAYAS STATE UNIVERSITY AND THE DEPARTMENT OF BUDGET & MANAGEMENT
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(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

33. SPECIAL SKILLS / HOBBIES:	34. NON-ACADEMIC DISTINCTIONS / RECOGNITION: (Write in full)	35. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
SINGING, DANCING, COOKING & EXPLORING THE COMPUTER	NONE	ADMINISTRATIVE PERSONNEL ASSOCIATION

(Continue on separate sheet if necessary)

36. Are you related by consanguinity or affinity to any of the following :

a. Within the third degree (for National Government Employees):
 appointing authority, recommending authority, chief of office/bureau/department or person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed?

YES NO
 If YES, give details: _____

b. Within the fourth degree (for Local Government Employees):
 appointing authority or recommending authority where you will be appointed?

YES NO
 If YES, give details: _____

37 a. Have you ever been formally charged?

YES NO
 If YES, give details: _____

b. Have you ever been guilty of any administrative offense?

YES NO
 If YES, give details: _____

38. 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: _____

39. 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, AWOL or phased out, in the public or private sector?

YES NO
 If YES, give details: _____

40. Have you ever been a candidate in a national or local election (except Barangay election)?

YES NO
 If YES, give details: _____

41. 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?
 YES NO
 If YES, please specify: _____

b. Are you differently abled?
 YES NO
 If YES, please specify: _____

c. Are you a solo parent?
 YES NO
 If YES, please specify: _____

42. REFERENCES (Person not related by consanguinity or affinity to applicant / appointee)

NAME	ADDRESS	TEL. NO.
MS. ERLINDA S. ESGUERRA	BRGY. GAAS, BAYBAY CITY, LEYTE	NONE
MS. ANITA G. GODOY	BO. HIBUNAWAN, BAYBAY CITY, LEYTE	NONE
MS. LOUELLA C. AMPAC	FMO, VSU, BAYBAY CITY, LEYTE	NONE



43. I declare under oath that this Personal Data Sheet has been accomplished by me, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the agency head / authorized representative to verify / validate the contents stated herein. I trust that this information shall remain confidential.

04425042
COMMUNITY TAX CERTIFICATE NO.
CITY OF BAYBAY
ISSUED AT
03/18/2015
ISSUED ON (mm/dd/yyyy)

SIGNATURE (Sign inside the box)
09/18/2015
DATE ACCOMPLISHED

