

CS Form No. 212
Revised 2017

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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
FLORES

3. DATE OF BIRTH
12/9/1967

4. PLACE OF BIRTH
Baybay City Leyte

5. SEX
☐ Male ☒ Female

6. CIVIL STATUS
☒ Single ☐ Married ☐ Widowed ☐ Separated ☐ Other/s:

7. HEIGHT (m)
161.5cm.

8. WEIGHT (kg)
73.8kgs

9. BLOOD TYPE
"O"

10. GSIS ID NO.
67120901408

11. PAG-IBIG ID NO.
1700-0024-9463

12. PHILHEALTH NO.
B-000014235-3

13. SSS NO.
620994475

14. TIN NO.
157-642-999

15. AGENCY EMPLOYEE NO.
007-721 / 1600605

16. CITIZENSHIP
☐ Filipino ☐ Dual Citizenship by birth ☐ by naturalization
Pls. indicate country:

17. RESIDENTIAL ADDRESS
#705 M-H del Pilar Street
House/Block/Lot No. Street
Brgy. Zone 9
Subdivision/Village Barangay
Baybay City Leyte
City/Municipality Province

18. PERMANENT ADDRESS
#705 M-H del Pilar Street
House/Block/Lot No. Street
Brgy. Zone 9
Subdivision/Village Barangay
Baybay City Leyte
City/Municipality Province
6521

19. TELEPHONE NO.
053-563-7598

20. MOBILE NO.
09268686630

21. E-MAIL ADDRESS (if any)
mariazaida.flores@yahoo.com

22. SPOUSE'S SURNAME
N/A
FIRST NAME
N/a
MIDDLE NAME
N/A
OCCUPATION
N/A
EMPLOYER/BUSINESS NAME
N/A
BUSINESS ADDRESS
N/A
TELEPHONE NO.
N/A

23. NAME OF CHILDREN (Write full name and list all)
N/A
DATE OF BIRTH (mm/dd/yyyy)
N/A

24. FATHER'S SURNAME
FLORES
FIRST NAME
DOUGLAS SR.
MIDDLE NAME
LORETO

25. MOTHER'S MAIDEN NAME
GESULGA
SURNAME
FLORES
FIRST NAME
CECILIA
MIDDLE NAME
ARRADAZA

(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

ELEMENTARY
Franciscan College of the Immaculate Conception (FCIC)
Graduated
From To
Certificate
1980
Diploma

SECONDARY
Franciscan College of the Immaculate Conception (FCIC)
Graduated
Diploma
1984
Diploma

VOCATIONAL / TRADE COURSE
None
None
None
None
None

COLLEGE
Franciscan College of the Immaculate Conception (FCIC)
Bachelor of Arts
Diploma
1999
Diploma

GRADUATE STUDIES
None
None
None
None
None

(Continue on separate sheet if necessary)


SIGNATURE
DATE
11/1/19

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27.	CAREER SERVICE/ RA 1080 (BOARD/ BARANGAY ELIGIBILITY / DRIVER'S LICENSE)	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	None	None	None	None	None	None

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

SIGNATURE		DATE	1/11/19
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VI. VOLUNTARY WORK OR INVOLVEMENT IN FCIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29. NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
	From	To		
FCIC Alumni Association		present		Alumni
CYMWA, Brgy. Sto. Rosario Baybay City Leyte		present		Member/Coordinator/Facilitator
Sto. Pio religious group (Baybay Chapter)	Sept. 23, 2013	present		Member
Community Service Outreach Program (Brgy. Sto. Rosario, Baybay City)	May 1, 2007	present		Coordinator /Facilitator
BEC Cell#1 Sto. Padre Pio Group ; San Isidro Chapel Baybay City Leyte	Sept. 1, 2018	present		Group Leader /Coordinator /Facilitator

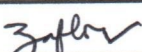
(Continue on separate sheet if necessary)

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			
Participant VSU AdPA Gen. Assembly Meeting	Dec. 7, 2018		6hrs		RDE Hall
Participant VSUCC Basic Coop Seminar	Nov. 17, 2018		6hrs		VSU Pavillion Glass Room/VSUCC
Evaluation Facilitator Performance Evaluation Faculty of Dept. of Agronomy	Nov. 8, 2018	Nov. 17, 2018			DASS Building, VSU
Participant Final Reminders On Site Assessment & GSIS Updates	Sept. 14, 2018				RDE Hall
Participant PRIME -HRM Training Seminar	Aug. 29, 2018		6hrs		RDE Hall, OVPRE
Participant Sto. Padre Pio VizMin Summit	Aug. 18-19, 2018		2days		Ormoc Superdome, Ormoc City
Facilitator/Committee Regional Abaca Summit	June 20-21, 2018				RDE Hall, OVPRE
Loyal Awardee 25years of Continuous & Dedicated Service from June 16, 1992-2017	Sept. 29, 2017				VSU Gymnasium
1st Vis-Min Conference of Sto. Padre Pio Prayer Group /A Gift of Spirituality Modern World	Aug. 20-21, 2017				Sacred Heart Center Cebu City
Proposal Dev't. Workshop on Establishment of an Abaca Planting Materials Production & Distribution..	Aug. 17-18, 2017				NARC, VSU
Training on Abaca Production, Productivity, Enhancing Measure to increase supply in the City of Baybay	July 26-27, 2017				NARC, VSU
Workshop on Developing a Program Proposal for Abaca Rehabilitation in Ormoc City	March 9-10, 2017				NARC, VSU
Training on Abaca Production, Pest & Disease Identification of Mgt. Nursery & Plantation Establishment	Feb. 20-21, 2017				NARC, VSU
Participant Entrepreneurial Mind Setting & Skills Training	Nov. 30, 2016				DTI, Baybay City Leyte
Evaluation Facilitator Performance Evaluation Faculty of Dept. of Agronomy	Nov. 8-28, 2016				DASS Building, VSU
Re-Orientation Meeting of secretaries	Nov. 15, 2016				CCE Bldg. 2nd floor
GAD Sensitivity Seminar among Frontliners	Sept. 16, 2016				ISRDS AV Room
Workshop on Procurement Planning Among Project Leaders and personnel incharge for the PPMPs	Sept. 12, 2016				CCE Bldg. 2nd floor
Orientation among Heads & Secretaries in the Procurement Act & their responsibilities & accountabilities	Sept. 9, 2016				CCE Bldg. 2nd floor
NARC Staff Seminar series	April 19, 2016				NARC Training Hall.
Facilitator during the Abaca RDE In-House Review	July 21-22, 2016				NARC Training Hall
LSU-AdPA General Assembly Meeting	June 24, 2016	March 18, 2016			CCE Bldg. 2nd floor

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION
computer literate/bookkeeping records management handicraft making, cooking, driving motorcycle, playing volleyball, table tennis, gardening and landscaping, community service organizing, events facilitator and coordinator, facilitating meetings, trainings, seminars, workshop, conferences, Evaluation Facilitator of VSU Faculty Teaching Performance		FCIC Alumni Association, CYMWA Brgy. Sto. Rosario Baybay City Leyte, AdPA (Administrative VSU Personnel Association)
SIGNATURE		DATE 1/11/19

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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

☐ YES☒ NO

If YES, give details:

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)

NAME	ADDRESS	TEL. NO.
DR. FELICIANO G. SINON	NARC, VSU	563-7598
DR. LUZ O. MORENO	NARC, VSU	563-7598
DR. RUBEN M. GAPASIN	DPM, VSU	9176336571

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: UMID B&I Card

ID/License/Passport No.: CRN-006-0061-3305-6

Date/Place of Issuance:

Signature (Sign inside the box)

1/11/19

Date Accomplished

Right Thumbmark

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

Person Administering Oath