

CS Form No. 212
Revised 2017

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	Corrales		
FIRST NAME	Jessie	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Burlasa		
3. DATE OF BIRTH (mm/dd/yyyy)	12/08/1996	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	Brgy. San Pedro, Albueria, 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"/> Other/s:		
7. HEIGHT (m)	1.71	17. RESIDENTIAL ADDRESS	673 Calingatnan Upper House/Block/Lot No. Street San Pedro Subdivision/Village Barangay ALBUERA LEYTE City/Municipality Province
8. WEIGHT (kg)	62.00	ZIP CODE	6542
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	673 Calingatnan Upper House/Block/Lot No. Street San Pedro Subdivision/Village Barangay ALBUERA LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6542
11. PAG-IBIG ID NO.	121168828087	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	120514932889	20. MOBILE NO.	9301103212
13. SSS NO.	0638136155	21. E-MAIL ADDRESS (if any)	jessie.corrales@vsu.edu.ph
14. TIN NO.	3275964120000		
15. AGENCY EMPLOYEE NO. Graduated	V01238		

II. FAMILY

22. SPOUSE'S SURNAME	Sedigo	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Nikki Marie	NAME EXTENSION (JR., SR) N/A	N/A
MIDDLE NAME	Manalop		
OCCUPATION	Self-Employed		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	Corrales		
FIRST NAME	Nelson	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	Robles		
25. MOTHER'S MAIDEN NAME	Dionesia Caindoc Burlasa		
SURNAME	Corrales		
FIRST NAME	Dionesia		
MIDDLE NAME	Burlasa	(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	Albueria North Central School	Elementary	2004	2009	Graduated	2009	Valedictorian
SECONDARY	Dr. Geronimo B. Zaldivar Memorial School of Fisheries	High School	2009	2013	Graduated	2013	Valedictorian
VOCATIONAL/ TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	Visayas State University	Bachelor of Science in Civil Engineering	2013	2018	Graduated	2018	N/A
GRADUATE STUDIES	University of the Philippines Diliman	Master of Science in Civil Engineering	2020	N/A	with unit	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01/31/2022
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	01/31/2022
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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

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

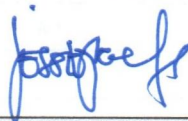
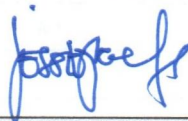
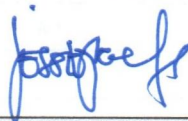



[illegible]


VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Construction	N/A	N/A
Leadership		


SIGNATURE		DATE	01/31/2022
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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 checked="" 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 style="text-align: right;">Date Filed: _____</p> <p style="text-align: right;">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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p style="text-align: right;">Resigned from my previous job</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 8972), 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>												
<p>41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">NAME</th> <th style="width: 35%;">ADDRESS</th> <th style="width: 30%;">TEL. NO.</th> </tr> </thead> <tbody> <tr> <td>Robbie Jay Peñolbo</td> <td>Poblacion, Padre Burgos, So. Leyte</td> <td>09974880609</td> </tr> <tr> <td>Shenna Mae Sumugat</td> <td>La Castellana, Negros Occidental</td> <td>09460223271</td> </tr> <tr> <td>Ramil B. Vinculado</td> <td>Hilongos, Leyte</td> <td>09060576843</td> </tr> </tbody> </table>		NAME	ADDRESS	TEL. NO.	Robbie Jay Peñolbo	Poblacion, Padre Burgos, So. Leyte	09974880609	Shenna Mae Sumugat	La Castellana, Negros Occidental	09460223271	Ramil B. Vinculado	Hilongos, Leyte	09060576843
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<p>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.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td> </tr> <tr> <td>Government Issued ID: SSS</td> </tr> <tr> <td>ID/License/Passport No.: 0638136155</td> </tr> <tr> <td>Date/Place of Issuance: 03/22/2016 / Cebu City</td> </tr> </table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: SSS	ID/License/Passport No.: 0638136155	Date/Place of Issuance: 03/22/2016 / Cebu City	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  Signature (Sign inside the box) </td> </tr> <tr> <td style="text-align: center;"> 01/31/2022 Date Accomplished </td> </tr> </table>	 Signature (Sign inside the box)	01/31/2022 Date Accomplished						
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<p>SUBSCRIBED AND SWORN to before me this <u>08 FEB 2022</u>, affiant exhibiting his/her validly issued government ID as indicated above.</p>													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">  ATTY. RYSAN C. GUINOCOK VSU Chief Legal Officer </td> </tr> <tr> <td style="text-align: center;"> Person Administering Oath </td> </tr> </table>		 ATTY. RYSAN C. GUINOCOK VSU Chief Legal Officer	Person Administering Oath										
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PHOTO



Right Thumbmark

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.

- Duration: August 2019 - Present
- Position: Instructor I
- Name of Office/Unit: Department of Civil Engineering
- Immediate Supervisor: Prof. Epifania G. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 1. Teaches assigned courses and performs other academic related functions
 2. Performs research and/ or extension functions
 3. Performs administrative functions (if applicable)
 4. Performs other functions assigned by the supervisor.
- Duration: December 19, 2018 to July 31, 2019
- Position: Production Engineer
- Name of Office/Unit: High First Build Construction, Inc.
- Immediate Supervisor: Ken V. Macasinag
- Name of Agency/Organization and Location: Camella Bacolod South, Brgy. Tangub, Bacolod City, Negros Occidental
 - Summary of Actual Duties
 1. Construction Management
 2. Plan Reading
 3. Site Inspection and Supervision
 4. Quality Assurance and Control
 5. Project Scheduling
 6. Brainstorming
 7. House Punchlisting


JESSIE B. CORRALES

(Signature over Printed Name
of Employee/Applicant)

Date: January 31, 2022