

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 | VERGARA | | |
| FIRST NAME | RAFAEL | | NAME EXTENSION (JR., SR) Jr. |
| MIDDLE NAME | BARINA | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 04/07/70 | 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: |
| 4. PLACE OF BIRTH | Poblacion, Badian, Cebu | If holder of dual citizenship, please indicate the details. | Philippines ▼ |
| 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: | 17. RESIDENTIAL ADDRESS | Kilbourne Street House/Block/Lot No Street VSU, Visca Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province |
| 7. HEIGHT (m) | 165 cms | ZIP CODE | 6521 |
| 8. WEIGHT (kg) | 66 kls. | | |
| 9. BLOOD TYPE | Type "O" | 18. PERMANENT ADDRESS | N/A N/A House/Block/Lot No Street N/A Panglacion Subdivision/Village Barangay Badian Cebu City/Municipality Province |
| 10. GSIS ID NO. | CM 3884167 | ZIP CODE | 6031 |
| 11. PAG-IBIG ID NO. | 17-0026-9233 | | |
| 12. PHILHEALTH NO. | 13-000015608-7 | 19. TELEPHONE NO. | (053) 563-9954 |
| 13. SSS NO. | 06-1306527-0 | 20. MOBILE NO. | 09565499591 |
| 14. TIN NO. | 917-640-666 | 21. E-MAIL ADDRESS (if any) | junvergara2000@yahoo.com |
| 15. AGENCY EMPLOYEE NO. | V00453 | | |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|--|---------------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | SALUNDAGUIT | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | CAROLINA | NAME EXTENSION (JR., SR) N/A | CARYL FAITH S. VERGARA | 6/9/1996 |
| MIDDLE NAME | MATAS | | APRIL JOY S. VERGARA | 4/18/1998 |
| OCCUPATION | Community Development Officer | | KENT S. VERGARA | 10/13/2001 |
| EMPLOYER/BUSINESS NAME | Coalition of Services for the Elderly COSE Philippines | | N/A | N/A |
| BUSINESS ADDRESS | Quezon City, Philippines | | N/A | N/A |
| TELEPHONE NO. | (02) 374- 6416 | | N/A | N/A |
| 24. FATHER'S SURNAME | VERGARA | | N/A | N/A |
| FIRST NAME | RAFAEL | NAME EXTENSION (JR., SR) Sr. | N/A | N/A |
| MIDDLE NAME | EMPLEO | | N/A | N/A |
| 25. MOTHER'S MAIDEN NAME | | | N/A | N/A |
| SURNAME | BARINA | | N/A | N/A |
| FIRST NAME | DULCESIMA | | N/A | N/A |
| MIDDLE NAME | BATOMALAUQUE | | (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 | Badian Central Elementary School | Elementary | June 1977 | April 1982 | N/A | 1982 | 3rd Honorable |
| | SECONDARY | Badian National High School | Secondary | June 1982 | April 1986 | N/A | 1986 | Diploma |
| | VOCATIONAL / TRADE COURSE | None | N/A | N/A | N/A | N/A | N/A | N/A |
| | COLLEGE | University of San Jose Recoletos | Bachelor of Arts - major in Political Science | June 1997 | April 1991 | N/A | 1991 | Diploma |
| | GRADUATE STUDIES | Franciscan College of Immaculate Conception | Master in Education - Specialization Guidance and Counselling | June 2012 | October 2013 | Earned: 23 units | N/A | N/A |

(Continue on separate sheet if necessary)

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| SIGNATURE |  | DATE | 10/2/18 |
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| 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 |
| Career Service Sub-Professional | 80.26% | 11/27/1994 | Cebu City | N/A | N/A |
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| V. WORK EXPERIENCE | | | | | | | |
|--|------------|---|---|----------------|--|-----------------------|---------------------|
| (Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet. | | | | | | | |
| 28. INCLUSIVE DATES (mm/dd/yyyy) | | POSITION TITLE (Write in full/Do not abbreviate) | DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate) | MONTHLY SALARY | SALARY, JOB/ PAY GRADE (if applicable) & STEP (Format *00.00/y INCREMENT) | STATUS OF APPOINTMENT | GOVT SERVICE (Y/ N) |
| From | To | | | | | | |
| 01/01/2017 | PRESENT | Administrative Aide IV | Visayas State University | 12,262.00 | 4-2 | Permanent | Yes |
| 02/01/2016 | 12/31/2016 | Administrative Aide IV | Visayas State University | 11,767.00 | 4-2 | Permanent | Yes |
| 01/01/2016 | 01/31/2016 | Administrative Aide IV | Visayas State University | 11,658.00 | 4-1 | Permanent | Yes |
| 02/01/2013 | 12/31/2015 | Administrative Aide IV | Visayas State University | 11,181.00 | 4-1 | Permanent | Yes |
| 06/01/2012 | 01/31/2013 | Administrative Aide III | Visayas State University | 10,505.00 | 4-1 | Permanent | Yes |
| 07/01/2011 | 05/31/2012 | Administrative Aide III | Visayas State University | 9,751.00 | 3-2 | Permanent | Yes |
| 06/01/2011 | 06/30/2011 | Administrative Aide III | Visayas State University | 9,628.00 | 3-1 | Permanent | Yes |
| 06/24/2010 | 05/31/2011 | Administrative Aide III | Visayas State University | 8,854.00 | 3-1 | Permanent | Yes |
| 07/01/2009 | 06/23/2010 | Administrative Aide III | Visayas State University | 8,080.00 | 3-1 | Permanent | Yes |
| 07/01/2008 | 06/30/2009 | Administrative Aide III | Visayas State University | 7,307.00 | 3-1 | Permanent | Yes |
| 07/01/2007 | 06/30/2008 | Administrative Aide III | Visayas State University | 6,642.90 | | Casual | Yes |
| 01/01/2005 | 06/30/2007 | Administrative Aide III | Visayas State University | 6,039.00 | | Casual | Yes |
| 01/01/2003 | 12/31/2004 | Clerk I | Visayas State University | 6,039.00 | | Casual | Yes |
| 01/01/2002 | 12/13/2002 | Clerk I | Visayas State University | 6,039.00 | | Casual | Yes |
| 07/01/2001 | 12/31/2001 | Clerk I | Visayas State University | 6,039.00 | | Casual | Yes |
| 01/01/2001 | 06/30/2001 | Clerk I | Visayas State University | 5,751.02 | | Casual | Yes |
| 01/01/2000 | 12/31/2000 | Clerk I | Visayas State University | 5,751.02 | | Casual | Yes |
| 07/01/1999 | 12/31/1999 | Clerk I | Visayas State University | 5,228.08 | | Casual | Yes |
| 02/01/1999 | 06/30/1999 | Clerk I | Visayas State University | 5,228.08 | | Casual | Yes |
| 12/01/1997 | 01/01/1999 | Community Development Officer | Municipal Solar Infrastructure Project | 12,000.00 | | Contractual | No |
| 05/01/1996 | 01/30/1997 | Enumerator | Department of Welfare for Urban Poor | 7,000.00 | | Contractual | Yes |
| 02/05/1997 | 12/30/1998 | Sales Supervisor | Dunkin' Donut Cebu | 8,000.00 | | Temporary | No |
| 06/06/1993 | 04/30/1996 | High School Teacher | Our Lady's Academy | 7,000.00 | | Temporary | No |
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10/2/18

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

| 29. | NAME & ADDRESS OF ORGANIZATION (Write in full) | INCLUSIVE DATES (mm/dd/yyyy) | | NUMBER OF HOURS | POSITION / NATURE OF WORK |
|-----|---|---------------------------------|-----|-----------------|---------------------------|
| | | From | To | | |
| | None | N/A | N/A | N/A | N/A |
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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 | | | |
| | HRMIS Orientation | 09/12/2018 | 09/12/2018 | 8 Hrs. | | Visayas State University |
| | PRIME-HRM ORIENTATION | 08/15/2018 | 08/15/2018 | 8 Hrs. | | Visayas State University |
| | ISO 9001-2015 Enhancement Seminar-Workshop on Internal Quality Audit | 03/02/17 | 03/03/17 | 16 Hrs. | Technical | Visayas State University |
| | Full Awareness Training Course ISO 9001:2015 | 01/26/17 | 01/27/17 | 16 Hrs. | Technical | AJA Registrars Inc. |
| | Procurement Planning Workshop | 09/13/16 | 09/13/16 | 16 Hrs. | Technical | Visayas State University |
| | Procurement Act Orientation | 09/09/16 | 09/09/16 | 8 Hrs. | Technical | Visayas State University |
| | Anti-Sexual Harassment Orientation for the Faculty and Staff of the College of Engineering | 06/15/16 | 06/15/16 | 8 Hrs. | | Visayas State University |
| | Workshop in the Preparation for AACUP Level III, Phase 1 Accreditation | 06/13/16 | 06/14/16 | 16 Hrs. | | Visayas State University |
| | QGIS Training- Workshop | 06/06/16 | 06/08/16 | 24 Hrs. | Technical | Department of Geodetic Engineering, Visayas State University |
| | Planning Workshop on the Preparation & Processing of Documents Relative to Procurement | 05/27/15 | 05/28/15 | 16 Hrs. | Technical | Supply, Procurement and Property Management Office, Visayas State University |
| | iSchools Project Closeout Workshop | 12/08/11 | 12/10/11 | 24 Hrs. | | Information Communication Technology, Department of Science and Technology |
| | ICT SKILLS TRAINING | 07/08/11 | 07/09/11 | 24 Hrs. | | Visayas State University |
| | Reorientation Seminar of Frontliners | 07/07/11 | 07/07/12 | 8 Hrs. | | Visayas State University |
| | Training of Electronic Spreadsheet as a Tool for Class Record Management | 02/16/08 | 02/16/08 | 8 Hrs. | | Visayas State University |
| | Training on Office Productivity Tools | 05/07/07 | 05/11/07 | 40 Hrs. | | Visayas State University |
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(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

| 31. | SPECIAL SKILLS and HOBBIES | 32. | NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | 33. | MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |
|-----|----------------------------|-----|--|-----|---|
| | Singing and Dancing | | Certificate of Recognition as Training Support Staff during the "Computer and Internet Literacy Course" dated December 19-21, 2016 | | Couples' for Christ |
| | | | Certificate of Appreciation for Serving as Member of the Board of Director of LSU Administrative Personnel Association from May 17, 2014 to June 24, 2016 | | Knight of Columbus |
| | | | Certificate of Appreciation for Serving as Laboratory Assistant during the Training-Workshop on Electronic Classroom dated June 18, 2016 | | Couples' for Christ Music Ministry |
| | | | Certificate of Appreciation for Serving as Training Facilitator during the Training Workshop on Content Management System for the College of Engineering Website and Online Class Using Moodle dated May 3-5, 2015 | | LSU Administrative Personnel Association |
| | | | Certificate of Appreciation for the assistance extended during the GSIS E-card Plus dated April 13-16, 2007 | | |
| | | | Certificate of Appreciation as Training Facilitator on Livelihood on Nata de Coco Production LIDE Management Corporation, Isabel, Leyte dated November 18, 2006 | | |
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| SIGNATURE |  | DATE | 10/2/18 |
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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)? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 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? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ |
| 39. Have you acquired the status of an immigrant or permanent resident of another country? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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? | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ |

| 41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) | | |
|--|--------------------------------|----------------|
| NAME | ADDRESS | TEL. NO. |
| Prof. WINSTON M. TABADA | VSU, Visca, Baybay City, Leyte | (053) 563-7068 |
| Prof. MANOLO B. LORETO | VSU, Visca, Baybay City, Leyte | |
| Dr. REMBERTO A. PATINDOL | VSU, Visca, Baybay City, Leyte | (053) 563-7108 |

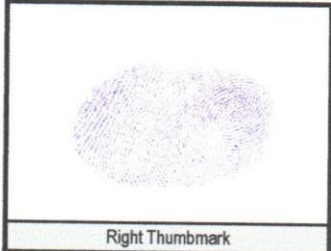
42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate 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.



PHOTO

| | |
|--|---------------|
| Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance | |
| Government Issued ID: | V000543 |
| ID/License/Passport No.: | H03-03-050635 |
| Date/Place of Issuance: | 10/2/2018 |

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|---------------------------------|
| |
| Signature (Sign inside the box) |
| Date Accomplished |



SUBSCRIBED AND SWORN to before me this OCT 02 2018, affiant exhibiting his/her validly issued government ID as indicated above.

| |
|---|
| ATTY. RYSAN C. GUINOCOR VSU LEGAL OFFICER Person Administering Oath |
|---|