

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 () ☐ 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 | ESTILLORE | | |
| FIRST NAME | CHELYN | NAME EXTENSION (JR., SR) NA | |
| MIDDLE NAME | GALUPO | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 11/26/1983 | 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 | SURIGAO CITY | If holder of dual citizenship, please indicate the details. | |
| 5. SEX | <input type="checkbox"/> Male <input checked="" 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 | |
| 7. HEIGHT (m) | 1.524 m | | House/Block/Lot No. Street GABAS |
| 8. WEIGHT (kg) | 62 kg | | Subdivision/Village Barangay BAYBAY LEYTE |
| 9. BLOOD TYPE | AB+ | | City/Municipality Province 6521 |
| 10. GSIS ID NO. | 2003494809 | 18. PERMANENT ADDRESS | |
| 11. PAG-IBIG ID NO. | 1700-0032-4429 | | 55 Kawit House/Block/Lot No. Street Ermita |
| 12. PHILHEALTH NO. | 12-050534840-6 | | Subdivision/Village Barangay Cebu City Cebu |
| 13. SSS NO. | 06-2632407-6 | | City/Municipality Province 6000 |
| 14. TIN NO. | 248-481-761-000 | 19. TELEPHONE NO. | N/A |
| 15. AGENCY EMPLOYEE NO. | V00203 | 20. MOBILE NO. | 09771565235 |
| | | 21. E-MAIL ADDRESS (if any) | chelynestillore@vsu.edu.ph |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|-------------------------------|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | ESTILLORE | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | JUNE | NAME EXTENSION (JR., SR) | ESTILLORE, NENIA JUNE G. | 11/26/2007 |
| MIDDLE NAME | ABELLANA | | ESTILLORE, JUNE ACHECO G. | 1/6/2014 |
| OCCUPATION | LETTER CARRIER | | ESTILLORE, JUNE NECORY | 5/1/2016 |
| EMPLOYER/BUSINESS NAME | PHILIPPINE POSTAL CORPORATION | | | |
| BUSINESS ADDRESS | PIGAFETTA STREET, CEBU CITY | | | |
| TELEPHONE NO. | N/A | | | |
| 24. FATHER'S SURNAME | GALUPO | | | |
| FIRST NAME | ACHEL | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | UBAY | | | |
| 25. MOTHER'S MAIDEN NAME | | | | |
| SURNAME | CERO | | | |
| FIRST NAME | CELENIA | | | |
| MIDDLE NAME | MINDAJAO | | | |

(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 | JESUS CABARRUS CATHOLIC SCHOOL | PRIMARY EDUCATION | 1990-1991 | 1995-1996 | N/A | 1996 | 2ND HONORABLE MENTION |
| SECONDARY | JESUS CABARRUS CATHOLIC SCHOOL | HIGH SCHOOL | 1996-1997 | 1999-2000 | N/A | 2000 | WITH HONORS |
| VOCATIONAL / TRADE COURSE | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| COLLEGE | UNIVERSITY OF SAN JOSE-RECOLETOS | BACHELOR OF SCIENCE IN HOTEL AND RESTAURANT MANAGEMENT MAJOR IN FOOD AND BEVERAGE | 2000-2001 | 2003-2004 | N/A | 2004 | N/A |
| GRADUATE STUDIES | UNIVERSITY OF SAN CARLOS | MASTER IN MANAGEMENT MAJOR IN HOSPITALITY MANAGEMENT | 2017-2018 | PRESENT | 36 | N/A | CHED K12 |

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|-----------|------------------------|------|------------------|---|
| SIGNATURE | <i>Chelynestillore</i> | DATE | December 4, 2020 | CS FORM 212 (Revised 2017), Page 1 of 4 |
|-----------|------------------------|------|------------------|---|

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 | | |
| | N/A | 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 | | | |
| | SECuring the Philippine Capital Market and Business Sector Webinar Series | 11/11/2020 | 11/11/2020 | 2 | | Securities and Exchange Commission Philippines |
| | Copyright or Wrong Webinar | 7/11/2020 | 7/11/2020 | 2 | | COCOPEA/PEPA |
| | "Copywriting: Writing for Social Media" Webinar | 08/27/2020 | 08/27/2020 | 1.0 | technical | DICT-Luzon Cluster 3 Sorsogon |
| | Introduction to Online Copywriting Webinar | 08/14/2020 | 08/14/2020 | 1.0 | technical | DICT-Luzon Cluster 3 Sorsogon |
| | Webinar on International Research Publication Training Level 1 | 07/25/2020 | 07/25/2020 | 2.0 | technical | Yawman Research and Training Experts |
| | Privacy and Cybersecurity in the New Normal" Webinar | 07/23/2020 | 07/23/2020 | 1.5 | technical | DICT-Luzon Cluster 3 Masbate |
| | Online Course on How to Avoid the 17 Deadly Sins of Flipped Learning Technology Selection | 1/6/2020 | 07/17/2020 | 3.0 | technical | FLGlobal.Org |
| | Online Course on Keeping a Healthy Family by Building Operative Structure and Routine at Home" | 1/6/2020 | 07/16/2020 | 2.0 | | VSmart Courseware |
| | Online Course on Business Writing Skills | 1/6/2020 | 11/7/2020 | 3.0 | technical | Management Study Guide |
| | Online Course on Assertiveness Skills-Basic | 1/7/2020 | 11/7/2020 | 3.0 | technical | Management Study Guide |
| | Online Course on Parenting Tips: Child Discipline Methods to Intensify Self-paced Learning" | 1/6/2020 | 9/7/2020 | 3.0 | | VSmart Courseware |
| | Webinar on Tracing the Magellanic Expedition from Spain to the Philippines | 06/26/2020 | 06/26/2020 | 3.0 | | Gabii sa Kabilin Online Activities |
| | Online Course on Netiquette in a Remote Class Setting | 06/19/2020 | 06/19/2020 | 6.0 | technical | Rex Academy |
| | Online Course on Transitioning to Online Learning Through Flipped Learning | 1/6/2020 | 06/16/2020 | 6.0 | technical | Rex Academy |
| | Webinar on Designing Instructional Modules for Remote Learning | 11/6/2020 | 11/6/2020 | 1.0 | technical | TEACH-Abiva Publishing |
| | Webinar on Conducting Assessments on Online Distance Learning | 5/6/2020 | 5/6/2020 | 2.0 | technical | Vibal |
| | Webinar on Key Considerations in Designing Modules for Distance Learning | 4/6/2020 | 4/6/2020 | 2.0 | technical | Vibal |
| | Webinar on Effective Communication in the New Normal | 4/6/2020 | 4/6/2020 | 2.0 | technical | Vibal |
| | Webinar on Instructional Design for Open and Distance eLearning (ODEL) | 3/6/2020 | 3/6/2020 | 3.0 | technical | Commission on Higher Education XI |
| | Webinar on Flexible Learning: Balancing Achievement and Wellbeing of Learners | 1/6/2020 | 1/6/2020 | 3.0 | technical | Commission on Higher Education OCAD |
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VIII. OTHER INFORMATION

| 31. | SPECIAL SKILLS and HOBBIES | 32. | NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full) | 33. | MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full) |
|-----|----------------------------|-----|---|-----|---|
| | DIY | | National Certificate II in Bread and Pastry Production (Certificate No. 16083702009143) | | VISAYAS STATE UNIVERSITY FACULTY ASSOCIATION |
| | | | National Certificate II in Cookery | | |
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(Continue on separate sheet if necessary)

| 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 checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ END OF CONTRACT | | | | | | | | | | | | |
| 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) | | | | | | | | | | | | | |
| <table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>VENICE B. IBAÑEZ</td><td>GABAS, BAYBAY CITY, LEYTE</td><td>09356585386</td></tr><tr><td>AIREEN Y. CLORES</td><td>VISCA, BAYBAY CITY, LEYTE</td><td>09173002798</td></tr><tr><td>NANCY V. DUMAGUING</td><td>VISCA, BAYBAY CITY, LEYTE</td><td>09268014558</td></tr></tbody></table> | | NAME | ADDRESS | TEL. NO. | VENICE B. IBAÑEZ | GABAS, BAYBAY CITY, LEYTE | 09356585386 | AIREEN Y. CLORES | VISCA, BAYBAY CITY, LEYTE | 09173002798 | NANCY V. DUMAGUING | VISCA, BAYBAY CITY, LEYTE | 09268014558 |
| NAME | ADDRESS | TEL. NO. | | | | | | | | | | | |
| VENICE B. IBAÑEZ | GABAS, BAYBAY CITY, LEYTE | 09356585386 | | | | | | | | | | | |
| AIREEN Y. CLORES | VISCA, BAYBAY CITY, LEYTE | 09173002798 | | | | | | | | | | | |
| NANCY V. DUMAGUING | VISCA, BAYBAY CITY, LEYTE | 09268014558 | | | | | | | | | | | |
| 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. | | | | | | | | | | | | | |
| <div>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: PASSPORT</div> <div>ID/License/Passport No.: EC8097442</div> <div>Date/Place of Issuance: JUNE 22, 2016/DFA-TACLOBAN</div> | <div></div> <div>Signature (Sign inside the box)</div> <div>December 4, 2020</div> <div>Date Accomplished</div> | <div></div> <div>Chelyn G. ESTILLORE</div> <div>PHOTO</div> <div></div> <div>Right Thumbmark</div> | | | | | | | | | | | |
| SUBSCRIBED AND SWORN to before me this 23 FEB 2021 affiant exhibiting his/her validly issued government ID as indicated above. | | | | | | | | | | | | | |
| <div></div> <div>ATTY RYAN C. GUINOCOR</div> <div>Person Administering Oath</div> | | | | | | | | | | | | | |