CS Form No. 212

SIGNATURE

Pewised 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. 1. CS ID No. Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only) CASTIL 2 SURNAME NAME EXTENSION (JR., SR) FIRST NAME JHONAVEL N/A MIDDLE NAME ROMBLON 3. DATE OF BIRTH **FEBRUARY 23, 1995** 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization 4. PLACE OF BIRTH ANAHAWAN, SOUTHERN LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details ☐ Male 5 SEX **✓** Female Philippines V ✓ Single ■ Married 17. RESIDENTIAL ADDRESS GUMAMELA ST. 6 CIVIL STATUS ☐ Widowed House/Block/Lot No Street Separated MARCOS Other/s: Barangay **BAYBAY** LEYTE 7. HEIGHT (m) 0.13208 m Province 8. WEIGHT (kg) 62 kg ZIP CODE 6521 18. PERMANENT ADDRESS 9 BLOOD TYPE AR+ House/Block/Lot No Street **LEWING** 10 GSIS ID NO N/A Subdivision/Village Barangay **SOUTHERN LEYTE ANAHAWAN** 11. PAG-IBIG ID NO 121143904491 City/Municipality Province 12. PHILHEALTH NO 03-025772050-7 ZIP CODE 6610 13. SSS NO. 03-45123574-8 19. TELEPHONE NO. N/A 14. TIN NO. 322-041-301-000 0955-420-9673 / 0928-755-6851 20. MOBILE NO. 15 AGENCY EMPLOYEE NO N/A 21. E-MAIL ADDRESS (if any) rjhonavel@yahoo.com FAMILY BACKGROUN 22. SPOUSE'S SURNAME N/A 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) NIA FIRST NAME N/A **EROS GAVIN CASTIL** FEB. 26, 2019 MIDDLE NAME N/A N/A OCCUPATION EMPLOYER/BUSINESS NAME N/A **BUSINESS ADDRESS** N/A TELEPHONE NO N/A 24. FATHER'S SURNAME CASTIL NAME EXTENSION (JR., SR) FIRST NAME NILO MIDDLE NAME MATAFI ORIDA 25. MOTHER'S MAIDEN NAME SURNAME ROMBLON REFEL YN FIRST NAME MIDDLE NAME **PALCO** (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL UNITS EARNED NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE YEAR GRADUATED ACADEMIC LEVEL (Write in full) (Write in full) HONORS (if not graduated) RECEIVED From To MAHALO ELEMENTARY SCHOOL SALUTATORIA ELEMENTARY PRIMARY EDUCATION 2003 2007 **GRADUATED** 2007 SALUTATORIA SECONDARY SAINT ANTHONY'S HIGH SCHOOL SECONDARY EDUCATION 2007 2011 **GRADUATED** 2011 VOCATIONAL / N/A TRADE COURSE MAGNA CUM COLLEGE METRO MANILA COLLEGE **BSBA-FINANCIAL MANAGEMENT** 2011 2015 **GRADUATED** 2015 LAUDE **GRADUATE STUDIES** N/A N/A

Lucner

06-17-2000

DATE

IV. CIVIL SI	ERVICE ELIG	BILITY							
27. CARE		1080 (BOARD/ BAR) UNDER AWS/ CES/ CSEE	RATING (If Applicable)	DATE OF EXAMINATION /	PLACE OF EXAM	INATION / CONFER	MENT	LICENSE (if app	Date of
BARANGAY ELIGIBILITY / DRIVER'S LICENSE (If Applicable)			CONFERMENT				NUMBER	Validity	
HONOR GRADUATE ELEGIBILITY N/A			N/A	N/A		N/A	1907	1001131602017	3/27/2015
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	EXPERIENCE								
	ate employme	ent. Start from your recen	t work) Descriptio	n of duties should be	indicated in the attacl	hed Work Experi	SALARY/ JOB/ PAY		GOVT
	(mm/dd/yyyy) POSITION T (Write in full/Do not				NCY / OFFICE / COMPANY Do not abbreviate)		GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	SERVICE (Y/ N)
From	То						INCREMENT		
5/13/2015	10/5/2015	CUSTOMER SERVICE A	5515 I AN I	MARKET STRATEG	JIC FIKM	13,338.00	00.0	PROBATIONARY	NO
10/13/2015	12/31/2016	FINANCIAL ANALYST 1	PTANT	DSWD-NCR MQ MEDIAZONE PRODUCTIONS		18,549.00	SG-9	MOA	YES
2/1/2017	3/15/2018	ADMINISTRATIVE ASSIST				11,000.00	P25/2/1975		-
8/16/2018	PRESENT	ADMINISTRATIVE AIDE I		VISAYAS STATE UNIVERSITY		9,659.36		J.0	YES
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VI, VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-G	OVERNMENT / F	PEOPLE / VOL	UNTARY OR	GANIZATIONS			
29. NAME & ADDRESS OF ORGANIZATION (Write in full)			INCLUSIVE DATES (mm/dd/yyyy)		POSITION / NATURE OF WORK		
NONE		From	То				
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VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS	NAME OF TAXABLE PARTY.	THE RESIDENCE OF THE PARTY OF T	STATE OF THE PERSON NAMED IN COLUMN 2 IS NOT THE OWNER, THE OWNE				
(Start from the most recent L&D/training program and include only the relevant L	&D/training taken for						
30. TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAININ	INCLUSIVE DATES OF Type of LD IS PROGRAMS ATTENDANCE (Magazinia)					CONDUCTED CRONCORED BY	
(Write in full)		(mm/dd/yyyy)		NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)	
FMU General Assembly cum Teambuilding		12/2/216	To 12/3/2016	16 hrs.	Technical	DSWD-NCR	
Finance Management Unit 1st Semestral Program Implemental	tion Review CY	7/7/2016	7/9/2016	24 hrs.	Technical	DSWD-NCR	
2016 Roll-Out Training on the Implementation Government Accounts	nting Manual	5/13/2016	5/13/2016	8 hrs.		DSWD-NCR	
Orientation on the National Cultural Heritage Act of			1000		Technical		
		4/19/2016	4/19/2016	8 hrs.	Technical	NCCA	
Bottom-Up Budgeting Year-End Implementation Rev		2/23/2016	2/24/2016	16 hrs.	Technical	DSWD-NCR	
Training on Project Management for BUB Field St	aff	12/1/2015	12/3/2015	24 hrs.	Technical	DSWD-NCR	
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VIII. OTHER INFORMATION							
31. SPECIAL SKILLS and HOBBIES 32.	NON	LACADEMIC DISTI		GNITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
(write in tur)					9273	NONE	
SPORTS (Volleyball, Badminton) NONE					HORL.		
COOKING							
DANCING			and the same of th				
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	/ MONALL MANAGEMENT						
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chief of bureau or o	consanguinity or affinity to the appointing office or to the person who has immediate nent where you will be apppointed,			, , ,	
	degree (for Local Government Unit - Car	YES I			
35. a. Have you ever b	een found guilty of any administrative off	☐ YES ☑ NO If YES, give details:			
b. Have you been	criminally charged before any court?	☐ YES ☑ If YES, give details: Date Filed: Status of Case/s:	NO		
36. Have you ever bee any court or tribun-	en convicted of any crime or violation of a al?	☐ YES ☑ NO If YES, give details:			
retirement, droppe	en separated from the service in any of the different the rolls, dismissal, termination, erublic or private sector?	✓ YES			
38. a. Have you ever be Barangay election	peen a candidate in a national or local ele)?	☐ YES ☑ NO If YES, give details:			
	ned from the government service during the defended and a service during the defended or local and the defended are serviced in the defended and the defended are serviced as the defended are	☐ YES ☑ NO If YES, give details:			
39. Have you acquired	d the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):			
		☐ YES ☑ NO If YES, please specify: ☐ YES ☑ NO If YES, please specify ID No: ☑ YES ☐ NO If YES, please specify ID No:			
41. REFERENCES (Perso	n not related by consanguinity or affinity to applicar	nt /appointee)			
	NAME	ADDRESS	TEL. NO.		
MA. ENCARNACION V	. QUADRA	QUEZON CITY	09178830085	A	
MARILYN S. CANUEL		SAMPALOC, MANILA	09432024794		
complete stateme Philippines. I author agree that any	int pursuant to the provisions of pertir orize the agency head/authorized represe	d this Personal Data Sheet which is a tracent laws, rules and regulations of the entative to verify/validate the contents state ument and its attachments shall caus	Republic of the ed herein.	РНОТО	
PLEASE INDICATE ID	(i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) Number and Date of Issuance	Liona			
Government Issued ID: SSS ID/License/Passport No.: CRN-0111-4863951-0 Signature (Sign inside the both signature)					
Date/Place of Issuance:	OCTOBER 27, 2015	oox)	Right Thumbmark		
SUBSCRIBE	D AND SWORN to before me this	Date Accomplished 8 JUN 2020 , affiant exhibiting	ng his/her validly issued gover	rnment ID as indicated above.	
		ATTY. RYSAN C. GUINOCO VSU LEGAL OFFICER Person Administering Oat			

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied for.

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 starting with the most recent/present employment

Duration: October 13, 2015 - December 31, 2016

Position: Financial Analyst I
Name of Office/Unit: Budget Office

Immediate Supervisor: Alicia K. Pagaduan

Name of Agency/Organization and Location: Department of Welfare & Development - NCR

List of Accomplishments and Contributions (if any):

Summary of Actual Duties

• Monitors and Controls funds under Bottom-Up Budgeting Project. Process and obligates vouchers, purchase request, and purchase orders. Prepares financial reports for BUB Project.

Duration: February 2, 2017 - March 15, 2018

Position: Administrative Assistant

Name of Office/Unit: N/A

Immediate Supervisor: Maria Encamacion V. Quadra

Name of Agency/Organization and Location: MQ Mediazone Productions

List of Accomplishments and Contributions (if any):

Summary of Actual Duties

Records transactions and prepares financial reports.

Duration: <u>August 16, 2018 – Present</u> Position: <u>Administrative Aide I</u>

Name of Office/Unit: Accounting Office Immediate Supervisor: Erlinda S. Esguerra

Name of Agency/Organization and Location: Visayas State University

List of Accomplishments and Contributions (if any):

Summary of Actual Duties

Prepares journal for 101 Trust projects. Controls, obligates & earmarks PR'S, appointments vouchers and
payrolls. Prepares Quarterly Financial Report on each project. Prepares subsidiary ledger for the projects
under 101 Trust. Prepares Journal Entry Voucher and financial reports under IGP Fund. Does some task as
assign by superior from time to time.

Signature over Printed Name of Employee/Applicant)

CLONG

Date: June 17, 2020