CS Form No. 212	MARINA AMERICAN TAN	ALL MAINTEN		ate a second	THE PARTY OF	Mary Co. (10)		OBSERVATOR W		
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WARNING: Any misrepresenta concerned.	ation made in the Personal Da	ata Sheet and the	e Work Experience Sheet shall	I cause the f	iling of admin	nistrative/c	riminal case	/s against th	e person	
READ THE ATTACHED GUIDE	And the second s		EET (PDS) BEFORE ACCOMPL		The second secon		AW			
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I. PERSONAL INFORMATIO										
2. SURNAME	PONCE						T		200	
FIRST NAME	BETHLEHEM					SION (JR., SR)	N/A			
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DATE OF BIRTH (mm/dd/yyyy)	10/20/1983	з	16. CITIZENSHIP		☑ Filip	ino [Dual Citize	enchin		
(11111)						1110	- Duran Char	by birth by naturalization		
4. PLACE OF BIRTH	CEBU CIT	Υ	If holder of dual citizen	iship,		Pls. in				
5. SEX	☐ Male	✓ Female	please indicate the de	etais. Paraguay						
- Programme and the second	☑ Single	Married	17. RESIDENTIAL ADDRESS	S ()	1,4.4				0.00	
6 CIVIL STATUS	Widowed	Separated	The state of the s	Hc	ouse/Block/Lot No	0.		Street		
Pyros	Other/s:	The state of the s		VSU DUPLEX Subdivision/Village				Barangay		
7. HEIGHT (m)	1.65 METER	RS	or AutoGraft is apply	BAYBAY				LEYTE Province		
8. WEIGHT (kg)	55 KGS	and Behavioral	ZIP CODE		City/Municipality 6521			Province		
9. BLOOD TYPE	80 13	Vietevino e	18. PERMANENT ADDRESS		111	ani	-	Present	ian/2017	
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13. SSS NO.			19. TELEPHONE NO.				N/A			
14. TIN NO.	265-714-574-	-000	20. MOBILE NO.		09552194236					
15. AGENCY EMPLOYEE NO.	V-000761	1	21. E-MAIL ADDRESS (if any)		bethlehemponce@gmail.com					
II. FAMILY BACKGROUND										
22. SPOUSE'S SURNAME	4	N/A		23 NAME of C	HILDREN (Write	full name and	(Fet all)	DATEOR	BIRTH (mm/dd/yyyy	
FIRST NAME	N/A		NAME EXTENSION (JR, SR)		N/A		1820			
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MIDDLE NAME		N/A								
OCCUPATION		N/A								
EMPLOYER/BUSINESS NAME		N/A							-	
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24. FATHER'S SURNAME		PONCE								
FIRST NAME	JAIME		NAME EXTENSION (JR., SR)							
MIDDLE NAME		TAN								
25. MOTHER'S MAIDEN NAME										
SURNAME		ALGODON								
	PABLITA					-		-		
FIRST NAME										
MIDDLE NAME		DELA PEÑA			(Con	tinue on sep	arate sheet if n	ecessary)		
III. EDUCATIONAL BACKG	ROUND						HIGHEST			
26. LEVEL	NAME OF SCHOOL (Write in full)		BASIC EDUCATION/DEGREE (Write in full)	E/COURSE	PERIOD OF A	TO	LEVEL/ UNITS EARNED	YEAR GRADUATE D	SCHOLARSHIP/ ACADEMIC HONOF RECEIVED	
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CS FORM 212 (Revised 2017), Page 1 of 4

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER RATING SPECIAL LAWS/ CES/ CSEE			RATING	DATE OF	·····································			LICENSE (if applicable)		
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(mar	n/dd/yyyy)	POSITION TITLE (Write in full/Do not abbreviate)		DEPARTMENT / AGEN (Write in full/D	MONTHLY	GRADE (if applicable) & STEP (Format *00-0*)	STATUS OF APPOINTMENT	SERVICE (Y/N)		
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June/2012	Dec/2016	Instructor	Legach .		al Arts and Behavioral as State University	20, 651	SG 12, S 1	Temporary	Yes	
June/2011	March/2012	Part-time Instru	ictor	Department of Liber	al Arts and Behavioral as State University	100/hr		Contractual	Yes	
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II. LEARNING AND DEVELOPMENT (L&D)	INTERVENTIONS/TRAINING	(Continue on separate s				
tart from the most recent L&D/training program and include				utive Managerial	positions)	
IO. TITLE OF LEARNING AND DEVELOPMENT INTER	FI OPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE (mm/ddi/yyyy)		Type of LD (Managerial/	CONDUCTED/ SPONSORED BY
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UGAT 40TH ANNUAL CON	ERENCE	11/8/2018	11/10/2018	24.0	terminalium;	UGNAYANG PANG-AGHAMTAO INC. (UGAT)
3RD NATIONAL RESEARCH CONFERENCE ON	ARTS, SCIENCE, AND HEALTH	10/16/2018	10/18/2018	24.0	e local e	LYCEUM OF THE PHILIPPINES UNIVERSITY -
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2018 WORLD INTERDISCIPLINARY RES	EARCH CONFERENCE	4/5/2018	4/7/2018	24.0		LYCEUM OF THE PHILIPPINES UNIVERSITY - BATANGAS CITY
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VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTIN (Write	ICTIONS / RECOGNITI in full)	ON		MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
HOTOGRAPHY	NA NA					UGNAYANG PANG-AGHAMTAO INC. (UGAT)
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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: Are you a member of any indigenous group?	Are you related by consanguinity or affinity to the	ing or recommer	nding autho	ority, or to the			
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Status of Case/s: Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal? 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 (IYES, give details: Have you ever been a candidate in a national or local election held within the last year (except a. Have you are signed from the government service during the three (3)-month period before the last election to promotel/actively campaign for a national or local candidate? Here you acquired the status of an immigrant or permanent resident of another country? Have you acquired the status of an immigrant or permanent resident of another country? Putsuant to: (a) indigenous People's Act (RA 8371); (b) Magna Carla for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items: Are you a member of any indigenous group? Are you a person with disability? Are you a person with disability? REFERENCES Parson and middle by consequency or affinity to spotcom representation. NAME ADDRESS TEL NO. HYES, please specify ID No: REFERENCES Parson and middle by consequency or affinity to spotcom representation. Are you a manufact of the provisions of periment laws, rules and regulations of the Republic of the Philippines. Lauthorize the agency has advantable representative to welf-wider allows, rules and regulations of the Republic of the Philippines Lauthorize the agency has advantable representative to welf-wider allows, rules and regulations of the Republic of the Philippines Lauthorize the agency has advantable representative to welf-wider allows, rules and regulations of the Republic of the Philippines Lauthorize the agency has advantable representative to welf-wider the service statement pursuant to the provisions of periment laws, rules and regulations of the Republic of the Philippines Lauthorize the a						and a second	
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SUBSCRIBED AND SWORN to before me this, affiant exhibiting his/her validly issued government ID as indicated above.	SUBSCRIBED AND SWORN to before me this1	2 JUL 20)19	, affiant exhibit	ing his/her validly issued	government ID as indicated above.	
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Atty. Rysan C. Suinocor			Atty. Ry	ysan C. Suino	cor		
SIGNATURE DATE JULY 19. 2019	E JULY 19. 2019	DAT		0		SIGNATURE	

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.

Sample: If applying to Supervising Administrative Officer

- Duration: June 03, 2007 March 31, 2008
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Information Technology (1st Semester) and Department of Arts and Sciences (2nd Semester)
- Immediate Supervisor: Mr. Bacalla and Mrs. Luz Olayvar
- Name of Agency/Organization and Location: Southern Leyte State University, Sogod Southern Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Programming and Social Science subjects
 - Summary of Actual Duties
 - Responsible in teaching programming and social sciences subjects, submitting grades and accomplishing other necessary requirements.
- Duration: June 03, 2011 April 30, 2012
- · Position: Part-time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science minor courses,
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
 - Summary of Actual Duties
 - Responsible in teaching social sciences subjects, adviser and mentor to the students
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.
- Duration: May, 2012 December, 2017
- Position: Instructor I (Regular Temporary)
- · Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science minor courses,
 - o Designed and revised a number of course syllabi and instructional materials
 - Carry my duties and responsibilities as part of the Academic Personnel Committee in the department
 - Participated in DLABS and also in the University's activities

- Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
- Summary of Actual Duties
 - Responsible in teaching social sciences subjects, adviser and mentor to the students
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.
- Duration: January 2018 Present
- Position: Instructor II (Regular-Permanent)
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Taught Social Science minor courses,
 - Designed and revised a number of course syllabi and instructional materials
 - Carry my duties and responsibilities as part of the Academic Personnel Committee in the department
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies
 - Summary of Actual Duties
 - o Responsible in teaching social sciences subjects, adviser and mentor to the students
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.

BETHLEHEM A. PONCE

(Signature over Printed Name of Employee/Applicant)

Date: 07/09/2019