

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	GUMBA		
FIRST NAME	MICHELLE	NAME EXTENSION (JR., SR)	
MIDDLE NAME	ESTOY		
3. DATE OF BIRTH (mm/dd/yyyy)	2/28/1987	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	Visca, Baybay, Leyte	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
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	House/Block/Lot No. Street ZONE 6 PATAG Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521
7. HEIGHT (m)	1.25	18. PERMANENT ADDRESS	House/Block/Lot No. Street ZONE 6 PATAG Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province 6521
8. WEIGHT (kg)	53	19. TELEPHONE NO.	N/A
9. BLOOD TYPE	A	20. E-MAIL ADDRESS (if any)	michelles2y.gumba@yahoo.com michelle.gumba@vsu.edu.ph
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	1212-0304-2720		
12. PHILHEALTH NO.	13-0001062795		
13. SSS NO.	N/A		
14. TIN NO.	441-480-382-000		
15. AGENCY EMPLOYEE NO.	V02036		

II. FAMILY BACKGROUND			
22. SPOUSE'S SURNAME	GUMBA	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RANEL	RICHELLE MAE E. OTADORA	2/22/2008
MIDDLE NAME	PERNITO	HANNAH RAE E. GUMBA	11/1/2010
OCCUPATION	LABORER		
EMPLOYER/BUSINESS NAME			
BUSINESS ADDRESS			
TELEPHONE NO.			
24. FATHER'S SURNAME	ESTOY		
FIRST NAME	EDUARDO		
MIDDLE NAME	DELA CRUZ		
25. MOTHER'S MAIDEN NAME	POLANCOS		
SURNAME	ESTOY		
FIRST NAME	LUCENITA		
MIDDLE NAME	SANCHEZ		

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	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED	
			From To				
ELEMENTARY	Visca Foundation Elementary School	Primary	1995 2000		2000	NA	
SECONDARY	Visca Laboratory High School	Secondary	2000 2004		2004	NA	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	Visayas State University	Bachelor of Science in Agriculture Major in Soil Science	2004 2009		2009	NA	
GRADUATE STUDIES	N/A						

SIGNATURE		DATE	
		12/12/2022	



#### IV. CIVIL SERVICE ELIGIBILITY

[illegible]

**(Continue on separate sheet if necessary)**

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12/12/2022
-----------	---	------	------------




[illegible]

**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)

[illegible]

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Data Gathering	NA	NA
Conducts laboratory analysis	NA	NA
Operate/Manage laboratory equipment	NA	NA
Familliar with computer programs including Microsoft Office Suite (Word, Excel, Powerpoint)	NA	NA
Record Keeping/Filling	NA	NA
Playing Volleyball	NA	NA

SIGNATURE		DATE	12/12/2022
-----------	---	------	------------



12/12/2022







## 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: March 16, 2022 - Present
- Position: Science Aide
- Name of Office/Unit: PhilRootcrops
- Immediate Supervisor: Dr. Dilberto O. Ferarren
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
  - Worked closely with the project leader in the maintenance of cassava germplasm collection and cassava varieties for regional trial
- Summary of Actual Duties
  - Take charge of the collection and maintenance of cassava germplasm project.
  - Perform HCN analysis and dry matter content of all cassava hybrids and introduced varieties.
  - Help maintain cleanliness and orderliness of experimental field
  - Do other jobs as needed by the center.

  
**MICHELLE E. GUMBA**

(Signature over/Printed Name  
of Employee/Applicant)

Date: 12/14/2022