

CS Form No. 212

Revised 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.

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	CANETE		
FIRST NAME	JOY ANN	N/A	
MIDDLE NAME	ABELLA		
3. DATE OF BIRTH (mm/dd/yyyy)	4/23/1996	16. CITIZENSHIP	<div><input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship</div> <div><input type="checkbox"/> by birth <input type="checkbox"/> by naturalization</div>
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<div><input type="checkbox"/> Male <input checked="" type="checkbox"/> Female</div>		
6. CIVIL STATUS	<div><input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:</div>	17. RESIDENTIAL ADDRESS	APARTMENT 45 KILBOURNE DRIVE
7. HEIGHT (m)	1.49		VSU - LOWER CAMPUS VISCA
8. WEIGHT (kg)	52	ZIP CODE	BAYBAY CITY LEYTE
9. BLOOD TYPE	O+	18. PERMANENT ADDRESS	6251
10. GSIS ID NO.	2005462304		ISUYA MACTAN
11. PAG-IBIG ID NO.	121171616651		LAPU LAPU CITY CEBU
12. PHILHEALTH NO.	120256191585	ZIP CODE	6015
13. SSS NO.	0637991524	19. TELEPHONE NO.	N/A
14. TIN NO.	337237251	20. MOBILE NO.	0922-4631-719
15. AGENCY EMPLOYEE NO.	V01093	21. E-MAIL ADDRESS (if any)	joyann.canete@vsu.edu.ph

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	N/A		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	N/A		N/A	N/A
OCCUPATION	N/A		N/A	N/A
EMPLOYER/BUSINESS NAME	N/A		N/A	N/A
BUSINESS ADDRESS	N/A		N/A	N/A
TELEPHONE NO.	N/A		N/A	N/A
24. FATHER'S SURNAME	CANETE		N/A	N/A
FIRST NAME	JACINTO	N/A	N/A	N/A
MIDDLE NAME	ABING		N/A	N/A
25. MOTHER'S MAIDEN NAME			N/A	N/A
SURNAME	ABELLA		N/A	N/A
FIRST NAME	ISABELITA		N/A	N/A
MIDDLE NAME	RONOLO		(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	MACTAN ELEMENTARY SCHOOL	PRIMARY EDUCATION	2002	2008	N/A	2008	HONORABLE MENTION
SECONDARY	MACTAN NATIONAL HIGH SCHOOL	HIGH SCHOOL	2008	2012	N/A	2012	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	CEBU NORMAL UNIVERSITY	BACHELOR OF SCIENCE IN MATHEMATICS	2012	2016	N/A	2016	N/A
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTER OF SCIENCE IN MATHEMATICS	2016	2021	N/A	2021	N/A

(Continue on separate sheet if necessary)

SIGNATURE



DATE

MAY 02, 2024

CS FORM 212 (Revised 2017), Page 1 of 4



[illegible][illegible]

Spine.

DATE \_\_\_\_\_

MAY 02, 2024







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)?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ 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?

☐ YES☒ NO

☐ YES☒ NO

☐ YES☒ NO

If YES, please specify:


If YES, please specify ID No:

If YES, please specify ID No:


41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
DR. EUSEBIO R. LINA, JR.	VISAYAS STATE UNIVERSITY	09293697060
DR. CRISTINA B. CORCINO	CEBU NORMAL UNIVERSITY	09153177585
DR. ROBERTO B. CORCINO	CEBU NORMAL UNIVERSITY	

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.



JOY ANN A. CANETE



Right Thumbmark


Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: PASSPORT

ID/License/Passport No.: P7494134A

Date/Place of Issuance: JUNE 2018/CEBU CITY, 6000




Signature (Sign inside the box)

MAY 02, 2024

Date Accomplished

SUBSCRIBED AND SWORN to before me this 10 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.



ATTY. RYSAN E. GUINOCOR

YSU Chief Legal Officer

Person Administering Oath

CS FORM 212 (Revised 2017), Page 4 of 4



## WORK EXPERIENCE SHEET

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

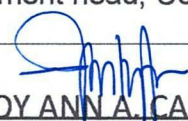
2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: March 01, 2021 – Present
- Position: Instructor I
- Name of Office/Unit: Department of Mathematics
- Immediate Supervisor: Dr. Eusebio R. Lina
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City Leyte.
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
  1. Teaches assigned subjects and performs other teaching related functions, among others, the following:
    - a. Prepares and revised teaching materials/guides and submit to department head
    - b. Prepares and gives examinations (mid/final/long/quizzes)
    - c. Checks test papers and returns to students one week after examination
    - d. Submits grade sheets within prescribed period to the Registrar through the department
    - e. Turns over class records to department heads within two weeks after final examination
    - f. Makes herself available for consultation by her students during scheduled consultation hours
  2. Performs research and/or extension functions, among others the following:
    - a. Prepares research/extension proposals
    - b. Implements duly approved research/extension projects within time frame
    - c. Prepares reports within the prescribed period
    - d. Presents research/extension outputs during conferences/fora of legitimate professional organizations
    - e. Submits output for possible publication/patenting
  3. Performs administrative functions (if applicable)
  4. Performs other functions, among others:
    - a. Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions
    - b. Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President

- Duration: August 01, 2018 – February 28, 2021
- Position: Substitute Instructor
- Name of Office/Unit: Department of Mathematics and Physics
- Immediate Supervisor: Prof. Climaco D. Espina
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City Leyte.

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties

- Teaches assigned subjects and performs other teaching related functions, among others, the following:
  - Prepares and revised teaching materials/guides and submit to department head
  - Prepares and gives examinations (mid/final/long/quizzes)
  - Checks test papers and returns to students one week after examination
  - Submits grade sheets within prescribed period to the Registrar through the department
  - Turns over class records to department heads within two weeks after final examination
  - Makes herself available for consultation by her students during scheduled consultation hours
- Performs research and/or extension functions, among others the following:
  - Prepares research/extension proposals
  - Implements duly approved research/extension projects within time frame
  - Prepares reports within the prescribed period
  - Presents research/extension outputs during conferences/fora of legitimate professional organizations
  - Submits output for possible publication/patenting
- Performs administrative functions (if applicable)
- Performs other functions, among others:
  - Performs functions relative to committee memberships and other ad hoc assignments including related to quality assurance and other accreditation functions
  - Performs other functions assigned by the department head, College Dean, Vice Presidents and the University President



JOY ANN A. CANETE

(Signature over Printed Name  
of Employee/Applicant)

Date: May 02, 2024