

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	MANDIA		
FIRST NAME	JOYCEE	NAME EXTENSION (JR., SR)	N/A
MIDDLE NAME	SILLEZA		
3. DATE OF BIRTH (mm/dd/yyyy)	09/28/98	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	JAVIER, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	n/a House/Block/Lot No. Street n/a PANGASUGAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.55	ZIP CODE	6521
8. WEIGHT (kg)	45		
9. BLOOD TYPE	N/A	18. PERMANENT ADDRESS	n/a House/Block/Lot No. Street n/a BINULHO Subdivision/Village Barangay JAVIER LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6511
11. PAG-IBIG ID NO.	921358400894		
12. PHILHEALTH NO.	13-250578271		
13. SSS NO.	N/A	19. TELEPHONE NO.	NA
14. TIN NO.	606-533-427-00000	20. MOBILE NO.	09129910453
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	joycee.mandia@vsu.edu.ph

II. FAMILY BACKGROUND

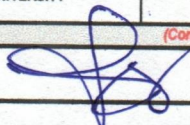
22. SPOUSE'S SURNAME	NA	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	N/A	NAME EXTENSION (JR., SR)	NA
MIDDLE NAME	NA		
OCCUPATION	NA		
EMPLOYER/BUSINESS NAME	NA		
BUSINESS ADDRESS	NA		
TELEPHONE NO.	NA		
24. FATHER'S SURNAME	MANDIA		
FIRST NAME	DAVID	NAME EXTENSION (JR., SR)	
MIDDLE NAME	CABIA	N/A	
25. MOTHER'S MAIDEN NAME			
SURNAME	MANDIA		
FIRST NAME	JOSEPHINE		
MIDDLE NAME	SILLEZA		

(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	JAVIER CENTRAL SCHOOL	PRIMARY	2006	2011	Graduated	2011	5TH HONOR
SECONDARY	JAVIER NATIONAL HIGH SCHOOL	SECONDARY	2011	2015	Graduated	2015	SALUTATORIAN
VOCATIONAL / TRADE COURSE	N/A	N/A	NA	NA	N/A	NA	
COLLEGE	VISAYAS STATE UNIVERSITY	BS IN ANIMAL SCIENCE	2015	2019	Graduated	2019	CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MS IN ANIMAL SCIENCE	2019	2021	Graduated	2021	NONE

(Continue on separate sheet if necessary)

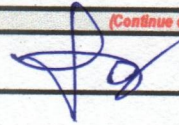
SIGNATURE		DATE	March 8, 2022
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27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	RA 1080		NOV. 9-11, 2021	TACLOBAN, CITY		2025
	CSC PD 907		JULY 31, 2019	NONE	100108190607	

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]


SIGNATURE		DATE	March 6, 2022
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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			
NONE						
(Continue on separate sheet if necessary)						
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			
	PHILSAN VIRTUAL ANIMAL NUTRITION CONFERENCE	Oct-7,14, 28 2020	Oct-7,14, 28 2020	3	Research	PHILIPPINE SOCIETY OF ANIMAL NUTRITIONIST
	EMERGING PATHOGENS OF INTEREST IN THE FOOD INDUSTRY	Feb 14, 2021	Feb 14, 2021	2	Technical	GLENWOOD TECHNOLOGIES INTERNATIONAL
	MYCOTOXINS IN FOOD AND FEED	Oct 20, 2020	Oct 20, 2020	2	Technical	GLENWOOD TECHNOLOGIES INTERNATIONAL
(Continue on separate sheet if necessary)						
VIII. OTHER INFORMATION						
31.	SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
	COOKING	N/A		CHRISTIAN BROTHERHOOD INTSTITUTE		
	SINGING					
	PLAYING INSTRUMENTS					
	WATCHING DOCUMENTARIES					
	READING BOOKS					
	CRAFT					
	GRAPHIC DESIGN					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	March 8, 2022	

34. Are you related by consanguinity or affinity to the appointing or recommending chief of bureau or office or to the person who has immediate supervision over you 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: <u>Resignation</u>
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 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: _____

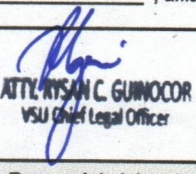
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)		
NAME	ADDRESS	TEL. NO.
DINAH M. ESPINA Ph.D	VSU BAYBAY CIY LEYTE	9173276763
DR. IVY C. EMNACE Ph.D	VSU BAYBAY CIY LEYTE	9225219482
DR. MANUEL D. GACUTAN JR.	VSU BAYBAY CITY LEYTE	9171474757

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.

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: PHILHEALTH ID/License/Passport No.: 13-250578271 Date/Place of Issuance: TACLOBAN CITY, LEYTE	<div></div> <div>Signature (Sign inside the box) MARCH 8, 2022 Date Accomplished</div>
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.


ATTY. NYSAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

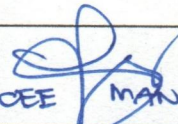
WORK EXPERIENCE SHEET

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: Aug-Dec 2020
- Position: Graduate Teaching Assistant (GTA)
- Name of Office/Unit: Department of Animal Science- VSU
- Immediate Supervisor: Dr. Julius V. Abela
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - None
- Summary of Actual Duties
Handled two laboratory subjects, AnSc 21 and AnSc 22.

- Duration: Aug-Dec 2021
- Position: Part-Time Instructor
- Name of Office/Unit: Department of Animal Science- VSU
- Immediate Supervisor: Dr. Manuel D. Gacutan Jr.
- Name of Agency/Organization and Location: Visayas State University, Visca Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
None
- Summary of Actual Duties
Handled four laboratory subjects such as, AnSc 21, AnSc 153, AnSc 131 and AnSc 121.


JOYCEE MANDOIA

(Signature over Printed Name
of Employee/Applicant)

Date: 3/8/22