

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 AB** 1. CS ID No. (Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	DOMINGO		
FIRST NAME	PRECIOUS		NAME EXTENSION (JR., SR) NA
MIDDLE NAME	COMPENDIO		
3. DATE OF BIRTH (mm/dd/yyyy)	06/26/1992	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	METRO MANILA, PASIG CITY	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	House/Block/Lot No. Street PUROK 4 SAN PABLO Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.51 m	ZIP CODE	6541
8. WEIGHT (kg)	50		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street PUROK 4 SAN PABLO ORMOC CITY LEYTE City/Municipality Province
10. GSIS ID NO.	021198574887	ZIP CODE	6541
11. PAG-IBIG ID NO.	121173952192		
12. PHILHEALTH NO.	130501387968		
13. SSS NO.	0632863770	19. TELEPHONE NO.	NA
14. TIN NO.	000427109241	20. MOBILE NO.	09566531821
15. AGENCY EMPLOYEE NO.	V01101	21. E-MAIL ADDRESS (if any)	precious.domingo@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	NA	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	NA		NA	NA
OCCUPATION	NA		NA	NA
EMPLOYER/BUSINESS NAME	NA		NA	NA
BUSINESS ADDRESS	NA		NA	NA
TELEPHONE NO.	NA		NA	NA
24. FATHER'S SURNAME	DOMINGO		NA	NA
FIRST NAME	ROLANDO	NAME EXTENSION (JR., SR)	NA	NA
MIDDLE NAME	REVES		NA	NA
25. MOTHER'S MAIDEN NAME	COMPENDIO		NA	NA
SURNAME	JENNIFER		NA	NA
FIRST NAME	CASTRO			
MIDDLE NAME				

(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	SANPABLO ELEMENTARY SCHOOL	Primary Education	2001	2004	Graduate	2001	Salutatorian
SECONDARY	NEW ORMOC CITY NATIONAL HIGH SCHOOL	Secondary Education	2004	2008	Graduate	2005	With Honors
VOCATIONAL / TRADE COURSE							
COLLEGE	VISAYAS STATE UNIVERSITY	Bachelor of Elementary Education	2008	2012	Graduate	2009	Cum Laude
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	Master of Science in Language Teaching	2014	2018	Graduate	2018	Graduate
	LEYTE NORMAL UNIVERSITY	Doctor of Arts in Language Teaching	2018	Present	Continuing		NA

(Continue on separate sheet if necessary)


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IV. CIVIL SERVICE ELIGIBILITY						
27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)		
				NUMBER	Date of Validity	
	Civil Service Eligible (PD 607- Honor Graduate)	NA	NA	NA	NA	
	Licensure Examination for Teachers	85.0	SEPTEMBER 2012	TACLOBAN CITY LEYTE	1306320	26/06/2023
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	
	NA	NA	NA	NA	NA	

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE							
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.							
28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable) & STEP (Format "00-07") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
01/08/2018	present	Instructor I	Department of Liberal Arts and Behavioral Sciences/ Visayas State Univerity	NA	NA	Regular-Permanent	Y
01/01/2018	31/07/2018	Part-time Instructor	Department of Teacher Education/ Visayas State University	13,000+	NA	Part-time	Y
01/09/2017	07/03/2018	Assistant Bookkeeper	CB Bookkeeping (Ormoc)	12000	NA	Regular	N
27/06/2016	01/07/2017	BPO representative	Convergys (Cebu)	20000.00	NA	Regular	N
01/06/2013	15/06/2016	Part-time Instructor	Department of Teacher Education/ Visayas State University	13000+	NA	Part-time	Y
01/04/2013	31/05/2013	Research Assistant	Department of Teacher Education/ Visayas State University	6000.00	NA	Job Order	N
01/06/2012	30/03/2013	Private school teacher	Ormoc Kinderland Inc.	7000.00	NA	Regular	N
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA	NA	NA

(Continue on separate sheet if necessary)

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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	Asia Pacific Consortium of Reseachers and Educators	19/09/2020	09/19/2022		Member
	Student Association of Graduate Education (Leyte Normal University)	09/2018	09/2020		Member/ Secretary
	Linguistic Society of the Philippines	2019	present		Member
	Visayas State University Faculty Association	2018	present		Member
	Visayas State University Cooperative	2021	present		Member

(Continue on separate sheet if necessary)

VI. 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 / Supervisor y/)	CONDUCTED/ SPONSORED BY (Write in full)
	From	To			
2022 Graduate School Convocation: Enriching Capability and Social Responsibility of Graduate Faculty and Student	18/12/2022	18/12/2022	1 day	NA	Leyte Normal University
4th International Multidisciplinary Research Conference	23/06/2021	25/06/2021	3 days	NA	Leyte Normal University
Linguistic Society of the Philippines International Conference 2021 (LSPIC 2021)	03/11/2021	03/13/2021	3 days	NA	Linguistic Society of the Philippines
Style Lang: A webinar on Stylistics	27/01/2021	27/01/2021	3 hours	NA	University of Sto. Tomas
Virtual TESOL Conference on English Language Teaching in the Era of Globalization 4.0: Embracing Challenges and Innovation	11/28/2020	11/28/2020	1 day	NA	Curtin University
ISO Awareness/Re-awareness webinar	11/27/2020	11/27/2020		NA	Visayas State University
Organizing your VSU Email for Stress-Free Productivity	11/20/2020	11/20/2020	3 hours	NA	Visayas State University
Ensuring High-Quality Assessment in Flexible Learning	07/22/2020	07/22/2020		NA	HECBOL Webinar
P'S OF PUBLISHING: SHARING OF STRATEGY AND RECOMMENDATION OF TACTICS	08/15/2020	08/15/2020		NA	PHERCM; APCORE
World Englishes and Related Paradigms: Concrete Ideas for the Classroom	07/18/2020	07/18/2020	2 hours	NA	De La Salle University Br. Andrew Gonzalez FSC College of Education (BAGCED) Lasallian Institute for Development and
Philippine English in the Oxford English Dictionary: Recent Advancements and Implication for ELT in the Philippines	07/13/2020	07/13/2020	2 hours	NA	De La Salle University Br. Andrew Gonzalez FSC College of Education (BAGCED) Lasallian Institute for Development and Educational Research (LIDER) Linguistic Society of the Philippines (LSP) & Southern Luzon State University-Tiaong
Doing It Fast & Doing It Right: Flexible Learning Strategies through a Technology Consortium	08/07/2020	08/07/2020	4 hours	NA	ADEC Innovations Knowledge Management's webinar
Protecting the Health of Your Finances During the Pandemic: A Webinar for Higher Education Institutions, Teachers, and Students	08/19/2020	08/19/2020	4 hours	NA	HECBOL Webinar
Teaching English as Foreign Language TEFL Completion	06/01/2020	07/01/2020	120 hours	NA	TEFL Profesional Development Institue
Webinar on Writing and Packaging Research Articles for Journal Publication	06/2020	07/01/2020	21 hours	NA	Samar State University
Vibal Group Webinar "Conducting Assessments on Online Distance Learning"	06/05/2020	06/05/2020	3 hours	NA	VIBAL GROUP
12th CE Logic National Conference "The new Normal Reality: Unraveling the New Dimensions in Research, Education, Instruction, and Operation	05/14/2020	05/14/2020	1 DAY	NA	ce- Logic, C&E Publishing
Capacity Building Seminar and Research Colloquium on English Language Issues in Senior High School Education in the Visayas	02/09/2020	02/09/2020	1 DAY	NA	Leyte Normal University
3rd Graduate Research Congress	43813	43813	1 DAY	NA	Leyte Normal University
2019 Asia-Pacific Consortium of Resrachers and Educators (APCORE) Convention and International Conference	09/18/2019	09/20/2019	2 DAYS	NA	Taguig City University, Technological University of the Philippines, Rizal Technological University
Cultivating Mental Health, Ethics and Diplomacy Towards Efficient Public Service	04/28/2019	04/28/2019	1 DAY	NA	Leyte Normal University CPD Credit Unit- 7 Accrediation No: 2018-196- 3547
Regional Seminar Workshop on English Language Proficiency cum English	03/13/2019	03/15/2019	3 DAYS	NA	Leyte Normal University
Seminar Workshop on Innovative Language Teaching Strategies for the 21st	03/23/2019	03/23/2019	1 DAY	NA	Leyte Normal University
Trainign-Workshop on Parametric and Non Parametric Analysis for Socio-Economic Research using SPSS	04/04/2019	04/05/2019	2 DAYS	NA	ViSERDAC, Visayas State University
Linguistic Society of the Philippines International Conference 2019 (LSPIC 2019)	03/07/2019	03/09/2019	3 DAYS	NA	De La Salle University
Training Workshop on Innovative learning Strategies	15/05/2018	16/05/2018	2 DAYS	NA	College of Education/Deptament of Teacher Education, Visayas State University
1ST SALINDUNONG International Conference	02/04/2018	04/04/2018	3 DAYS	NA	Central Mindanao State University/ Xavier University- Ateneo de Cagayan/ Mindanao Stae University- Iligan Institute og Technology
NCIII BOOKKEEPING	01/12/2017	30/01/2018	1 MONTH	NA	TESDA (ACLC-ORMOC)
NC II BREAD AND PASTRY	01/08/2017	30/08/2017	20 DAYS	NA	TESDA (ZANAIDAS- ORMOC)
Job Seeking Seminar	11/03/2016	11/03/2016	1 DAY	NA	VISAYAS STATE UNIVERSITY
Seminar on Preparation of Instructional Material and Computer Aided Instruction	25/11/2015	25/11/2015	1 DAY	NA	College of Education/Department of Teacher Education, Visayas State University
Construction of Table of Specification (TOS) and Formulation of LET- like Questions	26/11/2015	26/11/2015	1 DAY	NA	College of Education/Department of Teacher Education, Visayas State University
Interfacing Graduate School Researches in ASEAN 2015 Integration	29/08/2015	29/08/2015	1 DAY	NA	PHILIPPINE ASSOCIATION FOR GRADUATE EDUCATION
SEMINAR-WORKSHOP ON THE IMPLEMENTATION OF OUTCOME BASED	04/05/2015	05/05/2015	2 DAYS	NA	VISAYAS STATE UNIVERSITY
NATIONAL CONFERENCE ON DEVELOPMENT INITIATIVES IN THE PHILIPPINE MARGINAL UPLANDS	22/10/2013	24/10/2013	3 DAYS	NA	PHILIPPINE HIGHER EDUCATION RESEARCH NETWORK/ VISAYAS STATE UNIVERSITY
Orientation Seminar for Newly Hired Faculty Members	13/06/2013	14/06/2013	2 DAYS	NA	Visayas State University

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	COMPUTER SKILLS	NA

(Continue on separate sheet if necessary)

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<p>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,</p> <p>a. within the third degree?</p> <p>b. within the fourth degree (for Local Government Unit - Career Employees)?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>
<p>35. a. Have you ever been found guilty of any administrative offense?</p> <p>b. Have you been criminally charged before any court?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <hr/> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p>Date Filed: _____</p> <p>Status of Case/s: _____</p>
<p>36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>
<p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>
<p>38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?</p> <p>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?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details: _____</p>
<p>39. Have you acquired the status of an immigrant or permanent resident of another country?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, give details (country): _____</p>
<p>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:</p> <p>a. Are you a member of any indigenous group?</p> <p>b. Are you a person with disability?</p> <p>c. Are you a solo parent?</p>	<p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p> <p><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If YES, please specify ID No: _____</p>

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

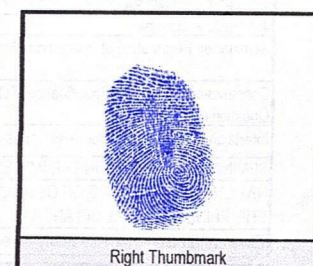
NAME	ADDRESS	TEL. NO.
Dr. Annie P. Gravoso	VSU, Visca, Baybay City, Leyte	
Dr. Lijueraj J. Cuadra	VSU, Visca, Baybay City, Leyte	
Dr. Seregena Ruth L. Martinez	VSU, Visca, Baybay City, Leyte	

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:	UMID CARD 021198574887
ID/License/Passport No.:	
Date/Place of Issuance:	Ormoc City / March 2019

Signature (Sign inside the box)
07/05/2024
Date Accomplished



SUBSCRIBED AND SWORN to before me this 14 MAY 2024 affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
Person Administering Oath

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: August 02, 2016 – January 31, 2017
- 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 and management subject
 - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
 - Responsible in teaching social sciences subjects, submitting grades and accomplishing other necessary requirements.

- Duration: 08/01/2018 – Present
- Position: Instructor I
- Name of Office/Unit: College of Arts and Sciences/ Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Guiraldo Fernandez (2018-2020), Dr. Jett Quebec (2020-Present)
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Created and updated syllabus for face-to-face classes
 - Handled English Language major and minor subjects
 - Handled Education major subjects
 - Handled thesis advisees, checked manuscripts
 - Designed and revised instructional materials
 - Accomplished classwork tasks such as grade computation, checked requirement, compiled students' output
 - Attended meetings and seminars
 - Participated in university and department activities
 - Updated syllabus and created online virtual classrooms
 - Created modules and uploaded materials to the VSU e-learning portal
 - Created video discussions
 - Conducted online classes
 - Published research articles

<ul style="list-style-type: none"> ○ Conducted research • Summary of Actual Duties <ul style="list-style-type: none"> ○ In charge in English language subjects , performed assigned duties, participated in various activities and General education subject ○ Provided a learning materials and video discussion for students use in the distance learning ○ Conducted research and published research articles ○ Attended seminars as participant, presenter, speaker
<ul style="list-style-type: none"> • Duration: 01/01/2018- 7/31/2018 • Position: Part-time Instructor • Name of Office/Unit: College of Education/ Department of Teacher Education • Immediate Supervisor: Dr. Aleli Villocino • Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte • List of Accomplishments and Contributions (if any) <ul style="list-style-type: none"> ○ Taught subjects in Education program (major and minor subjects) ○ Revised instructional materials ○ Created learning materials and PowerPoint Presentations ○ Accomplished classwork tasks such as grade computation, checked requirement ○ Attended meetings and seminars ○ Participated in university and department activities • Summary of Actual Duties <ul style="list-style-type: none"> ○ In charge in Education program subjects, performed assigned duties, participated in various activities
<ul style="list-style-type: none"> • Duration: 06/01/2013- 06/15/2016 • Position: Part-time Instructor • Name of Office/Unit: College of Education/ Department of Teacher Education • Immediate Supervisor: Dr. Lijuera J. Cuadra • Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte • List of Accomplishments and Contributions (if any) <ul style="list-style-type: none"> ○ Taught subjects in Education program (major and minor subjects) ○ Revised instructional materials ○ Created learning materials and PowerPoint Presentations ○ Accomplished classwork tasks such as grade computation, checked requirement ○ Attended meetings and seminars ○ Participated in university and department activities • Summary of Actual Duties <ul style="list-style-type: none"> ○ In charge in Education program subjects, performed assigned

duties, participated in various activities

- Duration: 04/01/2013- 05/31/2013
 - Position: Research Assistant
 - Name of Office/Unit: College of Education/ Department of Teacher Education
 - Immediate Supervisor: Dr. Lijuera J. Cuadra
 - Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
 - Send reports to the research leader
 - Distributed research questionnaires
 - Gathered data for research
 - Tabulated raw data
 - Summary of Actual Duties
 - Assisted in the distribution and collection process of the research
-
- Duration: 06/01/2012- 03/20/2013
 - Position: Private School Teacher
 - Name of Office/Unit: Ormoc Kinderland Inc.
 - Immediate Supervisor: Chito Rallos
 - Name of Agency/Organization and Location: Ormoc city, Leyte
 - List of Accomplishments and Contributions (if any)
 - Handled primary learners, taught English, Computer, EPP, and Values subjects
 - Created visual aids and instructional materials, computed grades
 - Organized school's monthly activities
 - Participated in meetings and seminars
 - Summary of Actual Duties
 - Ensured pupils' meaningful learning on the assigned subjects


PRECIOUS C. DOMINGO
Date: 05/07/2024