

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	ESCALA		
FIRST NAME	LEONIFER	NAME EXTENSION (JR., SR)	
MIDDLE NAME	SEMPRON		
3. DATE OF BIRTH (mm/dd/yyyy)	02/05/1989	16. CITIZENSHIP	
4. PLACE OF BIRTH	BAYBAY CITY	If holder of dual citizenship, please indicate the details.	Pls. indicate country:
5. SEX	<input checked="" type="checkbox"/> Male <input 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	N/A House/Block/Lot No. Street N/A Jaena Subdivision/Village Barangay Baybay Leyte City/Municipality Province
7. HEIGHT (m)	1.60	ZIP CODE	6521-A
8. WEIGHT (kg)	72		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	N/A House/Block/Lot No. Street N/A Jaena Subdivision/Village Barangay Baybay Leyte City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6521-A
11. PAG-IBIG ID NO.	1212-0840-5778		
12. PHILHEALTH NO.	13-025367319-3		
13. SSS NO.	None	19. TELEPHONE NO.	N/A
14. TIN NO.	457-051-038-000	20. MOBILE NO.	09513962413
15. AGENCY EMPLOYEE NO.	None	21. E-MAIL ADDRESS (if any)	escala.leonifer2589@gmail.com

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ESCALA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	RONALYN	NAME EXTENSION (JR., SR)	ATARAH FAITH S. ESCALA	9/9/2018
MIDDLE NAME	SILLACAY			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	ESCALA			
FIRST NAME	LEOPOLDO	NAME EXTENSION (JR., SR) SR.		
MIDDLE NAME	MARTUS			
25. MOTHER'S MAIDEN NAME				
SURNAME	SIMPRON			
FIRST NAME	NATIVIDAD			
MIDDLE NAME	LATORRE		(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	JAENA ELEMENTARY SCHOOL	N/A	1995	2001	N/A	2001	N/A
SECONDARY	BAYBAY NATIONAL HIGH SCHOOL	N/A	2001	2005	N/A	2005	N/A
VOCATIONAL	TUGBOK DISTRICT, DAVAO CITY(TESDA)	SHIELDED METAL ARC WELDING NCII	5/4/2010	6/23/2010	N/A	N/A	N/A
COLLEGE	PHILLIPINES WOMEN'S UNIVERSITY OF DAVAO CITY	First year College (Bachelor of fine arts)	2006	2008	N/A	N/A	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

SIGNATURE		DATE	12-02-2024
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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	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	SMAW NCII	N/A	6/22/2010	TUGBOK DISTRICT DAVAO CITY	23083702004246	3/27/2028
	PROF. DRIVER'S LICENCE R2	N/A	8/3/2014	KIDAPAWAN CITY, NORTH COTABATO	M06-14-002718	2/5/2032

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12-02-2024
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)


VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

[illegible]

(Continue on separate sheet if necessary)

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
WELDING, FABRICATION	NA	LAKAS ANGKAN MINISTRIES INC.
BUILDING WIRING	NA	
PLUMBING	NA	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	12-02-2024
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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

If YES, give details:

☐ 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

If YES, give details: _____

☐ 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

If YES, please specify: _____

☐ YES☒ NO

If YES, please specify ID No: _____

☐ YES☒ NO

If YES, please specify ID No: _____

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

NAME	ADDRESS	TEL. NO.
Dr. Daniel Leslie Tan	VSU, Visca, Baybay City, Leyte	0932-868-5369
WINSTON DY	Brgy. CaN-IPA Baybay City, Leyte	9631179896
Ptr. Benjamin Cinto Jr.	Zone 5, Baybay City, Leyte	0935-763-7041

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: DRIVER'S LICENSE

ID/License/Passport No.: M06-14002718

Date/Place of Issuance: 02-03-2022/Baybay City, Leyte

Signature (Sign inside the box)

12/02/2024

Date Accomplished

LEONIFER ESCALA
PHOTO

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 02 DEC 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUNOCOR
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: April 1, 2024 - Present

- Position: Administrative Aide I
- Name of Office/Unit: PhilRootcrops
- Immediate Supervisor: Prof. Marlon M. Tambis
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Fabricates and improves machines/equipment in the center
 - Assists in the development and improvement of rootcrops processing machine
 - Conducts repair and maintenance activities of the center's machineries and equipment
 - Assists in the processing of newly developed products
 - Assists in the cleaning of the center's processing facilities

Duration: October 03, 2022 - March 30, 2024

- Position: Welder/Fabricator
- Name of Office/Unit: Five Shepherds
- Immediate Supervisor: Winston Boris Dy
- Name of Agency/Organization and Location: Brgy. Can-ipa, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Fabricate cassava processing machine and other agricultural machine
- Summary of Actual Duties
 - Agricultural Machine Fabrication
 - Conduct on-site machine demonstration.

Duration: September 16, 2016 - September 30, 2022

- Position: Welder/Fabricator
- Name of Office/Unit: VSU - PhilRootCrops
- Immediate Supervisor: Dr. Daniel Leslie S. Tan
- Name of Agency/Organization and Location: Visayas State University - Main Campus

- List of Accomplishments and Contributions (if any)
 - Fabricate agricultural and root-crop processing machine
- Summary of Actual Duties
 - Fabricate Agricultural machine
 - Fabricate a machine for cassava, sweet potato, and other root-crop products
 - Processes root-crop raw materials.


LEONIFER S. ESCALA

(Signature over Printed Name
of Employee/Applicant)

Date: 12-02-2024