

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	PAQUIBULAN		
FIRST NAME	PAULA NADREA		NAME EXTENSION (JR., SR)
MIDDLE NAME	MORALES		
3. DATE OF BIRTH (mm/dd/yyyy)	05/27/1988	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	PARAÑAQUE, METRO MANILA	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 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 BAGUMBAYAN Subdivision/Village Barangay HILONGOS LEYTE City/Municipality Province
7. HEIGHT (m)	1.5 METERS	ZIP CODE	6524
8. WEIGHT (kg)	64 KGS		
9. BLOOD TYPE	O-	18. PERMANENT ADDRESS	House/Block/Lot No. Street BAGUMBAYAN Subdivision/Village Barangay HILONGOS LEYTE City/Municipality Province
10. GSIS ID NO.	02004059707	ZIP CODE	6524
11. PAG-IBIG ID NO.	121010055678		
12. PHILHEALTH NO.	13-000101372-7		
13. SSS NO.	NA	19. TELEPHONE NO.	N/A
14. TIN NO.	406-701-418	20. MOBILE NO.	09620809361
15. AGENCY EMPLOYEE NO.	V000704	21. E-MAIL ADDRESS (if any)	paula.paquibulan@vsu.edu.ph

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	PAQUIBULAN		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GLENN	NAME EXTENSION (JR., SR)	PIA PAULENN M. PAQUIBULAN	10/24/2014
MIDDLE NAME	TALLENA		RITA PAULENN M. PAQUIBULAN	11/11/2015
OCCUPATION	SUBSTATION OPERATOR		ANNA PAULENN M. PAQUIBULAN	10/ 13/2020
EMPLOYER/BUSINESS NAME	LEYECO IV			
BUSINESS ADDRESS	BGY. LAMAK HILONGOS, LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	MORALES			
FIRST NAME	BERNARDO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	NABLE			
25. MOTHER'S MAIDEN NAME				
SURNAME	FLORES			
FIRST NAME	ARMELIA			
MIDDLE NAME	MAGAHUD			

(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	BAGUMBAYAN ELEMENTARY SCHOOL	Elementary	1995	2001		2001	SALUTATORIAN
SECONDARY	HILONGOS NATIONAL VOCATIONAL SCHOOL	Secondary	2001	2005		2005	N/A
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	UNIVERSITY OF THE PHILIPPINES IN THE VISAYAS TACLOBAN COLLEGE	Bachelor of Arts in Communication Arts	2005	2009		2009	N/A
GRADUATE STUDIES	LEYTE NORMAL UNIVERSITY	Master in English	summer 2011	summer 2011	9 units	N/A	N/A
	UNIVERSITY OF THE PHILIPPINES OPEN UNIVERSITY	Master in Education Language and Literacy Education	2nd sem.2011	1st sem. 2022-2023		2023	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	April 29, 2024
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[illegible]

V. WORK EXPERIENCE


[illegible]

SIGNATURE		DATE	April 29, 2024
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[illegible]

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

VIII

<div style="border: 1px solid black; padding: 5px;"> <div style="border-bottom: 1px solid black; margin-bottom: 5px;"> <div style="display: flex; justify-content: space-between;"> <div> <p>Signature of the person completing this form</p> <p>(rate sheet if necessary)</p> </div> <div> <p>DATE</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div> <p>SIGNATURE</p> <p></p> </div> <div> <p>DATE</p> <p>April 29, 2024</p> </div> </div> </div> </div>			
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36. 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

☐ 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. Maria Vanessa E. Gabunada	DALL, VSU, Visca, Baybay City, Leyte	(053) 565-0600
Dr. Cherry N. Rola	DALL, VSU, Visca, Baybay City, Leyte	(053) 565-0600
Dr. Annie P. Gravoso	DALL, VSU, Visca, Baybay City, Leyte	(053) 565-0600

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: V000704

ID/License/Passport No.: _____

Date/Place of Issuance: NA

Signature (Sign inside the box)
April 29 2024
Date Accomplished

PHOTO

PHOTO

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 09 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

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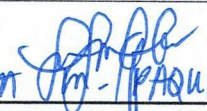
WORK EXPERIENCE SHEET

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: July 2023-Present
- Position: Instructor I (Permanent)
- Name of Office/Unit: Department of Arts, Languages, and Literature
- Immediate Supervisor: Dr. Maria Vanessa E. Gabunada
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
- Taught Language, Literacy, and Literature courses
- Designed and revised course syllabi, modules, and other instructional materials
- Summary of Actual Duties
- Responsible in teaching language, literacy, and literature courses, and accomplishing other necessary tasks

- Duration: January 2011- June 2023
- Position: Instructor I (Temporary)
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Norberto Canada, Dr. Justiniano Seroy, Dr. Guiraldo Fernandez, Dr. Annie Parmis, Dr. Jett Quebec
- Name of Agency/Organization and Location:
- List of Accomplishments and Contributions (if any)
- Taught Language, Literacy, and Literature courses
- Designed and revised course syllabi, modules, and other instructional materials
- Summary of Actual Duties
- Responsible in teaching language, literacy, and literature courses, and accomplishing other necessary tasks


PAWA NADERIN (M) - PAQUIBUNAN
(Signature over Printed Name
of Employee/Applicant)

Date: April 29, 2024