

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	UBAY		
FIRST NAME	MARIANE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	BATING		
3. DATE OF BIRTH (mm/dd/yyyy)	09/13/1995	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: Philippines
4. PLACE OF BIRTH	ORMOC CITY	If holder of dual citizenship, please indicate the details.	
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:		
7. HEIGHT (m)	1.45	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street BARANGAY MARGEN Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
8. WEIGHT (kg)	47	ZIP CODE	6541
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	House/Block/Lot No. Street MARGEN Subdivision/Village Barangay ORMOC CITY LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6541
11. PAG-IBIG ID NO.	1211-7170-6161	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	130501077330	20. MOBILE NO.	09300207903
13. SSS NO.	06-3826580-6	21. E-MAIL ADDRESS (if any)	ubaymariane@gmail.com; mariane.ubay@vsu.edu.ph
14. TIN NO.	331-228-659		
15. AGENCY EMPLOYEE NO.	N/A		


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	N/A
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	UBAY			
FIRST NAME	AGUSTIN	NAME EXTENSION (JR., SR) SR.		
MIDDLE NAME	QUINTE			
25. MOTHER'S MAIDEN NAME	BATING			
SURNAME	UBAY			
FIRST NAME	MARCOSA			
MIDDLE NAME	CATALUÑA		(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	MARGEN ELEMENTARY SCHOOL	ELEMENTARY	2002	2008	N/A	2008	1ST HONOR
SECONDARY	MARGEN NATIONAL HIGH SCHOOL	HIGH SCHOOL	2008	2012	N/A	2012	1ST HONOR
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF SCIENCE IN DEVELOPMENT COMMUNICATION MAJOR IN COMMUNITY BROADCASTING	2012	2016	N/A	2016	MAGNA CUM LAUDE
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN DEVELOPMENT COMMUNICATION	2017	Present	19		

(Continue on separate sheet if necessary)

SIGNATURE		DATE		CS FORM 212 (Revised 2017), Page 1 of 4
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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		
	HIV-AIDS ORGANIZATION OF PEER EDUCATORS (HOPE), VSU CHAPTER	2/6/2014	05/30/2016	N/A	CIVIC/VOLUNTARY
	VSU ALUMNI ASSOCIATION	05/14/2016	PRESENT	N/A	CIVIC/VOLUNTARY

(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)


[illegible]

(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)
HOSTING	SEN. MANNY VILLAR MEDAL OF EXCELLENCE AWARDEE	VSU ALUMNI ORGANIZATION
READING		

(Continue on separate sheet if necessary)

SIGNATURE		DATE		CS FORM 212 (Revised 2017), Page 3 of 3
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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)?	<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: Finished Contract _____												
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 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 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?	<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)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>EDGARDO E. TULIN</td><td>VSU</td><td>(053)563-7067</td></tr><tr><td>CHRISTINA A. GABRILLO</td><td>VSU</td><td>(053)563-7067</td></tr><tr><td>EUGENIA N. BAUTISTA</td><td>DENR, R8</td><td>(053)832-0608</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	EDGARDO E. TULIN	VSU	(053)563-7067	CHRISTINA A. GABRILLO	VSU	(053)563-7067	EUGENIA N. BAUTISTA	DENR, R8	(053)832-0608
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EUGENIA N. BAUTISTA	DENR, R8	(053)832-0608											
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.													
<div>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance: Government Issued ID: TIN ID ID/License/Passport No.: 3331-228-659 Date/Place of Issuance: 09/20/2016/TACLOBAN CITY</div>	<div><div>Signature (Sign inside the box)</div><div>Date Accomplished</div></div> <div><div>MARIANE B. UBAY</div><div>Right Thumbmark</div></div>												
SUBSCRIBED AND SWORN to before me this 24 MAY 2021, affiant exhibiting his/her validly issued government ID as indicated above.													
<div>ATTY. RYAN C. GUINOCOR VSU Chief Legal Officer</div> <div>Person Administering Oath</div>													

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: March 1, 2019 – present
- Position: Media Production Specialist II
- Name of Office/Unit: Office of the President
- Immediate Supervisor: Allen Glennie P. Lambert
- Name of Agency/Organization and Location: Visayas State University

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
 - Responsible for performing administrative and technical tasks, develop project proposals for funding, consolidate and prepare reports for the office/university, draft memoranda and directives for the University President, prepare communication materials for the University President/office, design and layout communication materials


MARIANE B. UBAY

(Signature over Printed Name
of Employee/Applicant)

Date: _____