

(Do not fill up. For CSC use only)

(Continue on separate sheet if necessary)

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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		
Hayag Family Dev't. Center, Ormoc City, Leyte	06/22/2013	06/22/2013	8.00	Open Water Safety Trainor for Children
Hayag Family Dev't. Center, Ormoc City, Leyte	04/24/2013	04/26/2013	24.00	Swimming Instructor
LGU of Barangay Marcos and San Agustin, Baybay City, Leyte	08/26/2013	08/26/2013	8.00	Assistant Sports Director

(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			
Strength and Conditioning Seminar and Workshop	07/26/24	07/27/24	16.00	Participant	EPIC Performance Inc., Southwestern University PHINMA, Cebu City
Visayas-Mindanao Conference on PATH-FIT Tertiary Physical Education: Methods and Outcomes	11/03/2018	11/04/2018	16.00	Participant	EPIC Performance and University of San Carlos Main Campus, Cebu City
Quantitative and Qualitative Statistical Analysis In-Depth Training-Workshop	10/22/2018	10/24/2018	24.00	Participant	STRANDASIA, University of Cebu
Regional Senior High School (SHS) Teachers' Training for SUCs and LUCs, Region 8	07/11/2016	07/14/2016	24.00	Participant	Leyte Normal University, Tacloban City
Training on Basic Life Support, Firefighting and Rescue	07/04/2016	07/11/2016	40.00	Participant	VSU and Baybay City Fire Department
Fire Prevention Seminar and Training on Mass Casualty Incident Response	03/27/2015	03/27/2015	8.000	Participant	Baybay City Fire Department and VSU
Seminar Workshop on the Impementation of Outcomes Based Education (OBE)	05/04/2015	05/05/2015	16.00	Participant	Visayas State University
Football Coaches' Training	05/06/2015	05/09/2015	32.00	Participant	IHK, Coaches Across Continents
FinSwimming Instructors' Course	05/10/2016	05/12/2016	24.00	Participant	PhilippineFin Swimming Federation, Inc.
Sports Clinic on Organizing, Managing, and Officiating Swimming Competition	05/25/2015	05/26/2015	16.00	Participant	IHK, Visayas Swimming Association (ViSSA)
Learning Activities and Techniques for Students with Special Needs and teaching Effectiveness	07/04/2014	07/04/2014	8.00	Participant	IHK

(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)
N/A	Coach, Varsity Softball Women, SY 2018-2019	N/A
	National Coach, Varsity Swimming Men, SY 2016-2017	
	Coach, Varsity Swimming Men, SY 2016-2017	
	Coach, Varsity Swimming Men and Women, SY 2015-2016	
	Coach, Varsity Swimming Men and Women, SY 2014-2015	
	Coach, Varsity Swimming Men and Women, SY 2013-2014	
	Assistant Coach, Varsity Swimming Men and Women, SY 2011-2012	

(Continue on separate sheet if necessary)

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	Coach, Varsity Swimming Men and Women, SY 2014-2015	
	Coach, Varsity Swimming Men and Women, SY 2013-2014	
	Assistant Coach, Varsity Swimming Men and Women, SY 2011-2012	

(Continue on separate sheet if necessary)

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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?

☐ YES

☒ NO

☐ YES

☒ NO

b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES

☒ NO

If YES, give details:

35.

a. Have you ever been found guilty of any administrative offense?

☐ YES

☒ NO

b. Have you been criminally charged before any court?

☐ 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 phase-out (abolition) 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 10 years (except Barangay election)?

☐ YES

☒ NO

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:

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?

If YES, please specify:

If YES, please specify ID No:

If YES, please specify ID No:

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

NAME	ADDRESS	TEL. NO.
BEATRIZ S. BELONIAS	Department of Biological Sciences, VSU	5650600, Local 1019
ROTACIO S. GRAVOSO	Office of the Vice President for Academic Affairs	5650600, Local 1003
BAYRON S. BARREDO	College of Education	5650600, Local 1037

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 cases against me.

PHOTO

Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Professional Teacher (PRC)

ID/License/Passport No.: 1531468

Date/Place of Issuance: 03/09/2017, Tacloban City

Signature (Sign inside the box)

10/24/24

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 05 NOV 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN 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.

Position Applied: Assistant Professor IV

Duration: September 15, 2022 – present

- Position: Assistant Professor I
- Name of Office/Unit: June 9, 2014 – present
- Immediate Supervisor: Bayron S. Barredo
- Name of Agency/Organization and Location: Visayas State University, ViSCA, Baybay, Leyte
- List of Accomplishments and Contributions (if any)
 - Developed course syllabus for the major course offerings in the BPEd curriculum
 - Served as coach in the Varsity Swimming program of IHK from 2014-2017
 - Coach in Softball Women Varsity Team in the Regional SCUAA 2018
 - Finished graduate studies (PhD) on time (August 2020-December 2024)
- Summary of Actual Duties
 - Currently appointed as the Director of the Institute of Human Kinetics
 - Sports Director, SCUAA Regional Games 2024
 - Sports Facilities Incharge
 - Teaches assigned subjects and performs other teaching functions
 - Performs research and/or extension functions
 - Performs administrative functions
 - Performs other functions


ANDREW A. MAZO

(Signature over Printed Name
of Employee/Applicant)

Date: _____