

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	VALIDA			
FIRST NAME	ALBERTO		NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	FERRER			
3. DATE OF BIRTH (mm/dd/yyyy)	10/25/1956	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship	
4. PLACE OF BIRTH	ABUYOG, LEYTE	If holder of dual citizenship, please indicate the details.	<input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Pls. indicate country:	
6 CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	Philippines	
7. HEIGHT (m)	1.67	ZIP CODE	Zone 1	
8. WEIGHT (kg)	67.0		House/Block/Lot No.	Street
9. BLOOD TYPE	"O"			Guadalupe
10. GSIS ID NO.	LP-56102502642		Subdivision/Village	Barangay
11. PAG-IBIG ID NO.	1700 0028 9384		Baybay City	Leyte
12. PHILHEALTH NO.	13-000069846-7	18. PERMANENT ADDRESS	City/Municipality Province	
13. SSS NO.	04-0833775-7	ZIP CODE	Zone1	
14. TIN NO.	104-770-841		House/Block/Lot No.	Street
15. AGENCY EMPLOYEE NO.	V000715			Guadalupe
			Subdivision/Village	Barangay
			Baybay City	Leyte
		19. TELEPHONE NO.	City/Municipality Province	
			6521-A	
		20. MOBILE NO.	563 1195	
		21. E-MAIL ADDRESS (if any)	09127847894	
			albert_valida@yahoo.com	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	VALIDA		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GINA	NAME EXTENSION (JR., SR)	ALJAY D VALIDA	2/20/1988
MIDDLE NAME	DARIA		ALGIN D VALIDA	1/16/1990
OCCUPATION	HOUSEWIFE		GELYN D VALIDA	1/30/1992
EMPLOYER/BUSINESS NAME	N/A		ALVIN D VALIDA	2/2/1993
BUSINESS ADDRESS	N/A		ANGELICA D VALIDA	6/25/1996
TELEPHONE NO.	N/A		ALMA D VALIDA	7/13/1999
24. FATHER'S SURNAME	VALIDA			
FIRST NAME	ANTONIO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	VERRA			
25. MOTHER'S MAIDEN NAME				
SURNAME	FERRER			
FIRST NAME	ANTONINA			
MIDDLE NAME	DE GUZMAN			

(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	ABUYOG CENTRAL SCHOOL	PRIMARY EDUCATION	1964	1970	Certificate	1970	SALUTATORIAN
SECONDARY	NOTRE DAME OF ABUYOG	HIGH SCHOOL	1970	1974	Diploma	1974	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE (now VSU)	BS AGRICULTURE	1975	1980	Diploma	1980	
GRADUATE STUDIES	LEYTE STATE UNIVERSITY (now VSU)	MS AGRONOMY	1986	2004	Diploma	2004	

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Jan. 14, 2019
-----------	---	------	---------------

[illegible]

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

SIGNATURE		DATE	Jan. 14, 2019
-----------	---	------	---------------

VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVILIAN-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION

[illegible]

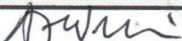
(Continue on separate sheet if necessary)

(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)
Computer Literate (MS Word/Excel/PPT) with knowledge on powerpoint presentation	Loyalty Awardee (Ten Years)	VSU Alumni Association
		Administrative Personnel Association (ADPA)
SIGNATURE		DATE
		Jan. 14, 2019

separate sheet if necessary)

ATTY. RYAN C. GUINOCOR
ASSISTANT OFFICER

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

☐ YES☒ NO

If YES, give details:

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:

Resignation, seek greener pasture

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

☐ YES☒ NO

If YES, give details:

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

☐ YES☒ NO

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.
Othello B. Capuno	Visayas State University, Baybay City	563-7064
Rodolfo G. Escalada	Visayas State University, Baybay City	563-2629
Rommel C. Armeccin	Visayas State University, Baybay City	563-7012

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: LP-56102502642

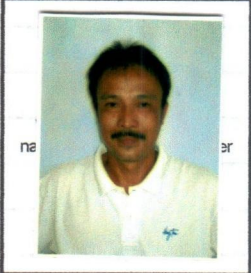
ID/License/Passport No.:

Date/Place of Issuance:


Signature (Sign inside the box)

Jan. 14, 2019

Date Accomplished



PHOTO



Right Thumbmark

SUBSCRIBED AND SWORN to before me this JAN 22 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINOCOR

VSU LEGAL OFFICER

Person Administering Oath

CS FORM 212 (Revised 2017), Page 4 of 4

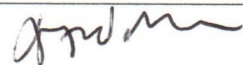
WORK EXPERIENCE SHEET

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.

Sample: If applying to Supervising Administrative Officer

- Duration: April 1, 1980 – Present
- Position: Science Research Assistant
- Name of Office/Unit: National Abaca Research Center
- Immediate Supervisor: Luz O. Moreno
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Performs abaca breeding activities e. g. selection of parental materials, monitoring of flowering, hybridization, seed collection, seed germination, and care & maintenance of hybrid seedlings in seed boxes
 - Performs evaluation activities in single plant and two-row non-replicated trials.
 - Performs field operations and supervision of laborers in land preparation, preparation of planting materials and lay-outing, etc
 - Gathers research data, encodes to computer and analyzes data.
 - Makes study report (Midyear, annual and In-house reports).
 - Others: serves as resource person on techniques in artificial hybridization of abaca.



ALBERTO F. VALIDA

(Signature over Printed Name
of Employee/Applicant)

Date: JAN. 14, 2019