

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 | GILOS | | |
| FIRST NAME | VICENTE | | NAME EXTENSION (JR., SR) |
| MIDDLE NAME | AGUILAR | | |
| 3. DATE OF BIRTH (mm/dd/yyyy) | 24/05/1969 | 16. CITIZENSHIP | <input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship |
| 4. PLACE OF BIRTH | HILONGOS, LEYTE | If holder of dual citizenship, please indicate the details. | <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country: |
| 5. SEX | <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female | | Philippines |
| 6. CIVIL STATUS | <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s: | <input checked="" type="checkbox"/> Married <input type="checkbox"/> Separated | 17. RESIDENTIAL ADDRESS |
| 7. HEIGHT (m) | 1.62 METER | | ASIAN DORMITORY |
| 8. WEIGHT (kg) | 68 KG | | House/Block/Lot No. Street |
| 9. BLOOD TYPE | O+ | | FARMERS VILLAGE PANGASUGAN |
| 10. GSIS ID NO. | CM00003892663 / J-6-148-2908 | | Subdivision/Village Barangay |
| 11. PAG-IBIG ID NO. | 1700-0027-5497 | | BAYBAY CITY LEYTE |
| 12. PHILHEALTH NO. | 120501417918 | | City/Municipality Province |
| 13. SSS NO. | 06-1209029-1 | | 18. PERMANENT ADDRESS |
| 14. TIN NO. | 118-836-612 | | MABINI ST., |
| 15. AGENCY EMPLOYEE NO. | V000236 | | House/Block/Lot No. Street |
| 19. TELEPHONE NO. | NONE | | POBLACION 2 |
| 20. MOBILE NO. | 09976304971 | | Subdivision/Village Barangay |
| 21. E-MAIL ADDRESS (if any) | vicgilos@vsu.edu.ph | | HINDANG LEYTE |
| | | | City/Municipality Province |

II. FAMILY BACKGROUND

| | | | | |
|--------------------------|--|--------------------------|---|----------------------------|
| 22. SPOUSE'S SURNAME | GILOS | | 23. NAME of CHILDREN (Write full name and list all) | DATE OF BIRTH (mm/dd/yyyy) |
| FIRST NAME | MARIBETH | NAME EXTENSION (JR., SR) | KIRSTEN MAEVE D. GILOS | 21/01/2006 |
| MIDDLE NAME | DELALAMON | | KARL VINCENT D. GILOS | 13/02/1999 |
| OCCUPATION | BANK EMPLOYEE | | NOTHING FOLLOWS | |
| EMPLOYER/BUSINESS NAME | RURAL BANK OF HINDANG (LEYTE), INC. | | | |
| BUSINESS ADDRESS | 149-K A. Bonifacio St., Baybay City, Leyte | | | |
| TELEPHONE NO. | 9976020949 | | | |
| 24. FATHER'S SURNAME | GILOS | | | |
| FIRST NAME | ROQUE | NAME EXTENSION (JR., SR) | | |
| MIDDLE NAME | ABING | | | |
| 25. MOTHER'S MAIDEN NAME | AGUILAR | | | |
| SURNAME | GILOS | | | |
| FIRST NAME | FLORA | | | |
| MIDDLE NAME | INGUITO | | | |

(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 | CITY CENTRAL ELEMENTARY SCHOOL, CEBU CITY | ELEMENTARY SCHOOL | 01/06/1977 | 15/04/1983 | NONE | 1993 | NONE |
| SECONDARY | ABELLANA NATIONAL SCHOOL, CEBU CITY | HIGH SCHOOL | 01/06/1983 | 15/04/1987 | NONE | 1987 | NONE |
| VOCATIONAL / TRADE COURSE | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| COLLEGE | UNIVERSITY OF SAN JOSE - RECOLETOS, CEBU CITY | BACHELOR OF SCIENCE MAJOR IN LIBRARY SCIENCE | 01/06/1987 | 31/05/1990 | NONE | 1990 | NONE |
| GRADUATE STUDIES | UNIVERSITY OF SAN CARLOS, CEBU CITY | MASTER OF SCIENCE IN LIBRARY SCIENCE | 01/04/1992 | 31/03/1997 | NONE | 1997 | FAPE/ CHED |

(Continue on separate sheet if necessary)

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| 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 |
| | R.A. 1080, R.A. 9246 - Board for Librarians | 77.0 | 16/11/1993 | UNIVERSITY OF THE EAST, MANILA | 000230 | 24/05/2022 |
| | Career Service Professional | 82.3 | 17/10/1993 | UNIVERSITY OF CEBU, CEBU CITY | 351787 | |
| | Career Service Sub-Professional | 80.3 | 05/08/1990 | CEBU NORMAL UNIVERSITY, CEBU CITY | 445886 | |
| | NOTHING FOLLOWS | N/A | N/A | N/A | N/A | N/A |
| | | | | | | |
| | | | | | | |
| | | | | | | |

V. WORK EXPERIENCE

| | | | | | | | |
|-----|-----------------|--|--|--|----------------------------|--|------|
| 28. | INCLUSIVE DATES | | | | SALARY/ JOB/ PAY GRADE/ | | GOVT |
|-----|-----------------|--|--|--|----------------------------|--|------|

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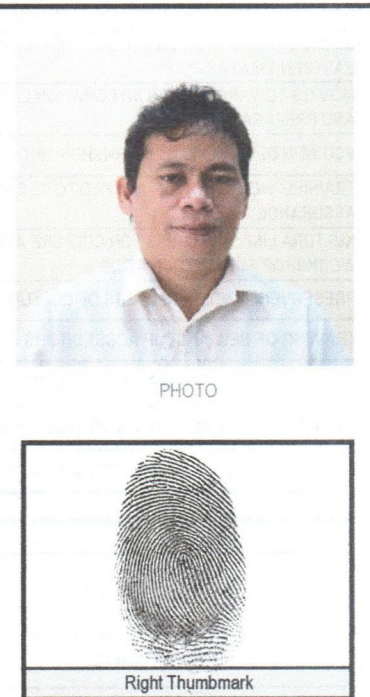
March 10, 2021

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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 | | | |
| | NONE | N/A | N/A | N/A | N/A | |
| (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 | | | |
| | CYBERSECURITY: THREATS, CHALLENGES, OPPORTUNITIES | 09/30/2020 | 09/30/2020 | 2.0 | TECHNICAL | CNU LEARNING RESOURCE CENTER |
| | LIBRARIES AS CATALYSTS IN THE NEW NORMAL ENVIRONMENT: CHANGES. REFORMS. TRANSFORMATIONS | 09/24/2020 | 09/27/2020 | 32.0 | MANAGERIAL | PHILIPPINE LIBRARIANS ASSOCIATION, INC |
| | LIBRARIES EMBRACING THE NEW NORMAL: VIEWS AND EXPERIENCES | 09/23/2020 | 09/23/2020 | 2.0 | MANAGERIAL | USC LIBRARY SYSTEM |
| | ONLINE ACCREDITATION SYSTEM | 08/10/2020 | 08/12/2020 | 24.0 | MANAGERIAL | ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES |
| | DRAFTING LIBRARY POLICY GUIDELINES UNDER THE NEW NORMAL | 07/29/2020 | 07/29/2020 | 4.0 | MANAGERIAL | PHILIPPINE LIBRARIANS ASSOCIATION, INC |
| | LIBRARY RESILIENCY | 06/11/2020 | 06/11/2020 | 4.0 | MANAGERIAL | NATIONAL LIBRARY OF THE PHILIPPINES |
| | PLAI NATIONAL CONGRESS 2018 AND GENERAL ASSEMBLY "CONNECTED ACTIONS, COLLECTIVE VISION: LIBRARIES TRANSFORMING SOCIETY" | 20/11/2018 | 23/11/2018 | 32.0 | MANAGERIAL | PHILIPPINE LIBRARIANS ASSOCIATION, INC. |
| | GENDER SENSITIVITY TRAINING FOR THE ADMINISTRATIVE AND SUPPORT STAFF | 11/08/2018 | 11/08/2018 | 8.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | PLAI-EVRLC (PHIL. LIBRARIANS ASSO. INC.-EASTERN VISAYAS REGION LIBRARIANS COUNCIL) SUMMIT [RESOURCE SPEAKER] | 29/09/2018 | 9/31/2018 | 24.0 | MANAGERIAL | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL |
| | RFID LIBRARY SYSTEMS START-UP TRAINING | 03/05/2018 | 03/05/2018 | 8.0 | TECHNICAL | ELECTRONIC INFORMATION SOLUTIONS, INC. |
| | TRAINING/ORIENTATION ON ELSEVIER SCIENCE DIRECT AND SCOPUS DATABASES | 21/03/2018 | 21/03/2018 | 8.0 | TECHNICAL | DEPARTMENT OF SCIENCE AND TECHNOLOGY, REGION 8 |
| | TRAINING WORKSHOP IN PREPARATION FOR LEVEL II AACUP ACCREDITATION [RESOURCE PERSON] | 18/01/2018 | 19/01/2018 | 16.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | PLAI NATIONAL CONGRESS 2017 AND GENERAL ASSEMBLY "LIBRARIES TAKE ACTION: PROVIDING ACCESS AND OPPORTUNITY FOR ALL" | 21/11/2017 | 24/11/2017 | 32.0 | MANAGERIAL | PHILIPPINE LIBRARIANS ASSOCIATION, INC |
| | INSTITUTIONAL SUSTAINABILITY ASSESSMENT MENTORING WORKSHOP FOR HIGHER EDUCATION INSTITUTIONS | 10/10/2017 | 11/10/2017 | 16.0 | MANAGERIAL | COMMISSION ON HIGHER EDUCATION |
| | WORKSHOP IN PREPARATION FOR LEVEL I AACUP ACCREDITATION [RESOURCE PERSON] | 05/10/2017 | 06/10/2017 | 16.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | WORKSHOP IN PREPARATION FOR CHED-ISA EVALUATION | 25/09/2017 | 26/09/2017 | 16.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | OVAF STRATEGIC PLANNING WORKSHOP | 15/02/2017 | 16/02/2017 | 16.0 | MANAGERIAL | VISAYAS STATE UNIVERSITY |
| | PLAI NATIONAL CONGRESS 2016 AND GENERAL ASSEMBLY "LIBRARY AS A PLACE CONTINUAL LEARNING IN THE NEW INFORMATION LANDSCAPE" | 22/11/2016 | 25/11/2016 | 32.0 | MANAGERIAL | PHILIPPINE LIBRARIANS ASSOCIATION, INC. |
| | SEMINAR-WORKSHOP ON LIBRARY TRENDS AS INFORMATION RESOURCE IN GLOBALIZATION | 26/10/2016 | 28/10/2016 | 24.0 | MANAGERIAL | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL |
| | TRAINING-WORKSHOP OF SENIOR ACCREDITORS ON SURVEY TEAM LEADERSHIP AND HIGHERLEVEL PROGRAMS (LEVEL 3 AND 4) | 06/06/2016 | 08/06/2016 | 24.0 | MANAGERIAL | ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES |
| | WORKSHOP FOR AACUPLEVEL 3, PHASE 1 ACCREDITATION | 13/05/2016 | 14/05/2016 | 16.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | WORKSHOP FOR AACUP INSTITUTIONAL ACCREDITATION | 10/05/2016 | 12/05/2016 | 24.0 | SUPERVISORY | VISAYAS STATE UNIVERSITY |
| | DESTINY LIBRARY MANAGER START-UP TRAINING | 11/01/2016 | 15/01/2016 | 64.0 | TECHNICAL | ELECTRONIC INFORMATION SOLUTIONS, INC. |
| | SEMINAR-WORKSHOP ON STRENGTHENING THE ROLES OF LIBRARIANS OF EASTERN VISAYAS | 27/08/2015 | 28/08/2015 | 16.0 | MANAGERIAL | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL |
| | MOVING TOWARDS ASEAN INTEGRATION LIBRARY PROFESSIONALS CHALLENGES AND PREPARATION" | 25/09/2015 | 25/09/2015 | 8.0 | MANAGERIAL | PLAI-CENTRAL VISAYAS REGION LIBRARIANS COUNCIL |
| | VSU WEB DEVELOPMENT WORKSHOP 2015 | 14/01/2014 | 16/01/2015 | 24.0 | TECHNICAL | VISAYAS STATE UNIVERSITY |
| | TRAINING-WORKSHOP OF ACCREDITORS ON OUTCOMES-BASED QUALITY ASSURANCE | 02/12/2014 | 04/12/2014 | 24.0 | MANAGERIAL | ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES |
| | KULTURA LINK: LIBRARIES FOR CULTURE AND THE ARTS PROJECT TRAINING WORKSHOP FOR PARTICIPATING | 15/08/2013 | 17/08/2013 | 24.0 | MANAGERIAL | NATIONAL COMMISSION FOR CULTURE AND THE ARTS |
| | PRESERVERS AND PROMOTERS OF CULTURE AND ART: AN ECHO | 21/02/2014 | 21/02/2014 | 8.0 | SUPERVISORY | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL |
| | TRAINING OF NEW AACUP ACCREDITORS | 06/05/2013 | 08/05/2013 | 24.0 | MANAGERIAL | ACCREDITING AGENCY OF CHARTERED COLLEGES AND UNIVERSITIES IN THE PHILIPPINES |
| | THE LIBRARIES...EFFECTS TO THE SOCIETY | 28/02/2013 | 01/01/2013 | 16.0 | MANAGERIAL | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL |
| | LIBRARY MANAGEMENT TRAINING [RESOURCE PERSON] | 21/05/2012 | 25/05/2012 | 40.0 | MANAGERIAL | DOST-INFORMATION AND COMMUNICATION TECHNOLOGY OFFICE |
| | LIBRARY MANAGEMENT TRAINING [RESOURCE PERSON] | 11/06/2012 | 15/06/2012 | 40.0 | MANAGERIAL | DOST-INFORMATION AND COMMUNICATION TECHNOLOGY OFFICE |
| (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) | |
| | GRAPHIC ARTS | | NONE | | PLAI-EASTERN VISAYAS REGION LIBRARIANS COUNCIL 2004 - PRESENT (Auditor 2018-Present) | |
| | | | | | PHILIPPINE LIBRARIAN'S ASSOCIATION, INC 1993 - PRESENT (House of Delegates member 2016-2018) | |
| | | | | | VSU- ADMINISTRATIVE PERSONNEL ASSOCIATION 2006 - PRESENT (BOD Member) | |
| | | | | | VSU - CREDIT COOPERATIVE 2002 - PRESENT | |
| | | | | | CEBU LIBRARIANS ASSOCIATION INCORPORATED 1992 - 2001 (BOD Secretary 1998-2001) | |
| (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? b. within the fourth degree (for Local Government Unit - Career Employees)? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> |
| 35. a. Have you ever been found guilty of any administrative offense? b. Have you been criminally charged before any court? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div><div>If YES, give details: Date Filed: _____ Status of Case/s: _____</div></div> |
| 36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> |
| 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? | <div><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</div> <div>If YES, give details: Resigned from SWU (a private institution) _____</div> |
| 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? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details: _____</div> |
| 39. Have you acquired the status of an immigrant or permanent resident of another country? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, give details (country): _____</div> |
| 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? | <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> <div><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</div> <div>If YES, please specify ID No: _____</div> |

| | | |
|--|---|-----------------------------|
| 41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee) | | |
| NAME | ADDRESS | TEL. NO. |
| Dr. Virginia Mollaneda | Library, UNIVERSITY OF SOUTHERN PHILIPPINES FOUNDATION, CEBU CITY | (032) 4148773 |
| Krs. Maxie Doreen Leva-Cabaron | Library, UNIVERSITY OF SAN CARLOS, CEBU CITY | (032) 230 010 |
| Mrs. Arlene C. Camello | Supply Office, VICENTE SOTTO MEMORIAL MEDICAL CENTER, CEBU CITY | (032) 253-9891 Local 412 |
| 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 | <div>Signature (Sign inside the box)</div> <div>Date Accomplished</div> |
| Government Issued ID: PROFESSIONAL REGULATION COMMISSION PROFESSIONAL ID | |
| ID/License/Passport No.: 0000230 | |
| Date/Place of Issuance: 3/15/2019 ORMOC CITY | |

| | |
|---|--|
| SUBSCRIBED AND SWORN to before me this <u>18 MAR 2021</u> , affiant exhibiting his/her validly issued government ID as indicated above. | |
| <div><div>ATY. RYAN GUIMOCOR</div><div>Person Administering Oath</div></div> | |