

## 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	DUROTAN		
FIRST NAME	PATRICK	NAME EXTENSION (JR., SR)	
MIDDLE NAME	TABUQUILDE		
3. DATE OF BIRTH (mm/dd/yyyy)	08/25/1997	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:
4. PLACE OF BIRTH	CALUBIAN, LEYTE	If holder of dual citizenship, please indicate the details:	
5. SEX	<input checked="" type="checkbox"/> Male <input 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:	17. RESIDENTIAL ADDRESS	VALENZONA ST. House/Block/Lot No. Street POBLACION Subdivision/Village Barangay TABANGO LEYTE City/Municipality Province
7. HEIGHT (m)	1.62	ZIP CODE	6536
8. WEIGHT (kg)	61		
9. BLOOD TYPE	A+	18. PERMANENT ADDRESS	House/Block/Lot No. Street BUTASON - 1 Subdivision/Village Barangay TABANGO LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6536
11. PAG-IBIG ID NO.	121295359942		
12. PHILHEALTH NO.	13-252641011-8		
13. SSS NO.	N/A	19. TELEPHONE NO.	N/A
14. TIN NO.	770-318-318-000	20. MOBILE NO.	09282774944
15. AGENCY EMPLOYEE NO.		21. E-MAIL ADDRESS (if any)	patrickdurotan21@gmail.com

## 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
MIDDLE NAME	N/A			
OCCUPATION	N/A			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	DUROTAN			
FIRST NAME	CELESTINO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	DELA PENA			
25. MOTHER'S MAIDEN NAME				
SURNAME	TABUQUILDE			
FIRST NAME	LEONILA			
MIDDLE NAME	CABANTAC			
(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	BUTASON-1 ELEMENTARY SCHOOL CITY ELEMENTARY SCHOOL	PRIMARY	2004 2009	2009 2010	GRADUATED	2010	N/A
SECONDARY	EASTERN VISAYAS STATE UNIVERSITY - SECONDARY LABORATORY SCHOOL	SECONDARY	2010	2014	GRADUATED	2014	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF SAN CARLOS - TALAMBAN CAMPUS	BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING	2014	2019	GRADUATED	2019	N/A
GRADUATE STUDIES	UNIVERSITY OF SAN CARLOS - TALAMBAN CAMPUS	MASTER OF SCIENCE IN MECHANICAL ENGINEERING	2019	PRESENT	27 UNITS	N/A	DOST-ERDT

(Continue on separate sheet if necessary)

SIGNATURE		DATE	03/08/2022
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[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	03/08/2022
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*Handwritten signature*

03/08/2022




29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	SCIENCE INVESTIGATORY PROJECT	10/06/2013	25/04/2014	300.0	ACTING LEADER
	CITIZEN ADVANCEMENT TRAINING	22/06/2013	21/05/2014	129.0	VICE COMMANDER
	UNIVERSITY OF SAN CARLOS - MOUNTAINEERS INC.	12/06/2017	PRESENT	N/A	SECRETARY/INVENTORY CHECKER

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)

(Continue on separate sheet if necessary)

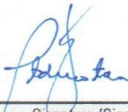
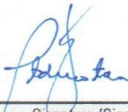
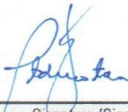

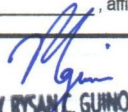
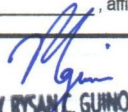
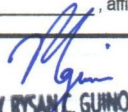
31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	TRACK IN FIELD PLAYER		PALARONG PAMBANSA PLAYER		N/A
	MOUNTAINEER		ALUMNI		UNIVERSITY OF SAN CARLOS - MOUNTAINEERS INC.
	CAD DRAFTSMAN		NC II HOLDER		N/A
	PV INSTALLATION TECHNICIAN		NC II HOLDER		N/A

SIGNATURE		DATE	03/08/2022
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Adriano

03/08/2022



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 type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<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: _____												
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>JAKE ERNEST BINUEZA</td><td>ORMOC CITY, LEYTE</td><td>9994080889</td></tr><tr><td>CHRIST QUINICOT</td><td>NEGROS ORIENTAL</td><td>9617849095</td></tr><tr><td>DARWYN JAY TIBAY</td><td>MANDAUE CITY, CEBU</td><td>9178922733</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	JAKE ERNEST BINUEZA	ORMOC CITY, LEYTE	9994080889	CHRIST QUINICOT	NEGROS ORIENTAL	9617849095	DARWYN JAY TIBAY	MANDAUE CITY, CEBU	9178922733
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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.													
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: DRIVER'S LICENSE</td></tr><tr><td>ID/License/Passport No.: H09-19-004972</td></tr><tr><td>Date/Place of Issuance: 12/23/2019 / CARIGARA, LEYTE</td></tr></table>	Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: DRIVER'S LICENSE	ID/License/Passport No.: H09-19-004972	Date/Place of Issuance: 12/23/2019 / CARIGARA, LEYTE	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>03/08/2022</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	03/08/2022	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this _____, affiant exhibiting his/her validly issued government ID as indicated above.													
<p>DOC NO. _____ PAGE NO. _____ BOOK NO. _____ SERIES OF 20 _____</p>	<table><tr><td></td></tr><tr><td>ATTY. RYSANE L. GUINOCOR VSU Chief Legal Officer</td></tr><tr><td>Person Administering Oath</td></tr></table>		ATTY. RYSANE L. GUINOCOR VSU Chief Legal Officer	Person Administering Oath									
													
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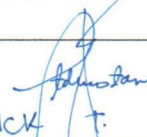


WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied 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: June 4, 2018 – July 21, 2018
- Position: Cadet Engineer
- Name of Office/Unit: Air Duct Installation Department
- Immediate Supervisor: Engr. Jhonex Balatayo
- Name of Agency/Organization and Location: Vinrio Construction Corporation
  
- List of Accomplishments and Contributions (if any)
  - Bill of materials for air duct system in MCIA terminal 2
  - CAD design and corrections of air ducts and piping in MCIA terminal 2
  - Checking AHU and ACU unit for corrections of duct installations
  
- Summary of Actual Duties
  - Responsible for the management of the recruitment and selection process and the coordination of training activities of the Department; provides assistance in the management of the Division's programs and activities and performs other related functions.
  - Responsible for air flow inspection of every type of duct and air duct system designing and installation; make corrections of the air duct CAD design and billing of materials.

  
PATRICK T. DUROTAN  
(Signature over Printed Name  
of Employee/Applicant)

Date: 03/08/2022