CS Form No. 212 656 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 (1) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2. SURNAME CORRALES NAME EXTENSION (JR., SR) N/A FIRST NAME **JESSIE** MIDDLE NAME BURLASA 3. DATE OF BIRTH 8/12/1996 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization ALBUERA, LEYTE Pls. indicate country: 4. PLACE OF BIRTH If holder of dual citizenship, please indicate the details 5. SEX ✓ Male Female V ✓ Married 17. RESIDENTIAL ADDRESS 673 CALINGAT-NAN Single 6 CIVIL STATUS House/Block/Lot No Widowed Separated SAN PEDRO N/A Other/s: ubdivision/Village Barangay LEYTE AI BUFRA 171 7. HEIGHT (m) City/Municipality Province 58.5 6542 ZIP CODE 8. WEIGHT (kg) CALINGAT-NAN 18 PERMANENT ADDRESS 673 9 BLOOD TYPE 0+ House/Block/Lot No Street N/A SAN PEDRO 10. GSIS ID NO. N/A Barangay Subdivision/Village LEYTE **ALBUERA** 121168828087 11 PAG-IRIG ID NO City/Municipality Province 12-051493288-9 ZIP CODE 6542 12. PHILHEALTH NO. 13. SSS NO 06-3813615-5 NONE 19 TELEPHONE NO. 14. TIN NO 327596412 20. MOBILE NO. 0930-110-3212 jessie.corrales@vsu.edu.ph 15. AGENCY EMPLOYEE NO. N/A 21. E-MAIL ADDRESS (if any) FAMILY BACKGROUND 22 SPOUSE'S SURNAME SEDIGO 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) N/A N/A FIRST NAME NIKKI MARIE MANALOP MIDDLE NAME SELF-EMPLOYED OCCUPATION EMPLOYER/BUSINESS NAME N/A N/A **BUSINESS ADDRESS** TELEPHONE NO. N/A CORRALES 24 FATHER'S SURNAME NAME EXTENSION (JR SR) FIRST NAME NELSON ROBLES MIDDLE NAME 25. MOTHER'S MAIDEN NAME DIONESIA CAINDOC BURLASA BURLASA SURNAME DIONESIA FIRST NAME CAINDOC MIDDLE NAME (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND HIGHEST LEVEL SCHOLARSHIP! PERIOD OF ATTENDANCE 26 NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR UNITS EARNED ACADEMIC HONORS LEVEL GRADUATED (Write in full) (Write in full) (if not graduated) RECEIVED From To **ELEMENTARY** ALBUERA NORTH CENTRAL SCHOOL 2009 2009 VALEDICTORIAN 2004 DR. GERONIMO B ZALDIVAR MEMORIAL SCHOOL SECONDARY 2009 2013 2013 VALEDICTORIAN OF FISHERIES VOCATIONAL / N/A N/A N/A N/A TRADE COURSE BACHELOR OF SCINECE in CIVIL VISAYAS STATE UNIVERSITY COLLEGE 2013 2018 2018 NONE **ENGINEERING GRADUATE STUDIES** N/A N/A N/A N/A N/A SIGNATURE DATE Dec. 11, 2020

CAREER	R SERVICE/ RA 1080 ((BOARD/ BAR) UNDER	RATING	DATE OF		,		LIČENSE (if a	1
ODEOLAL LAWOLOFOLOGEE			(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT			NUMBER	Date of Validity
RA 1080 BOARD EXAM		89.4	11/11/2018	CEBU CITY		477.00	0165387	8/12/2021	
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WORK E) clude priva	XPERIENCE ite employment.	Start from your recen			e indicated in the attache	ed Work Ex			T
	IVE DATES //dd/yyyy) POSITION TITLE (Write in full/Do not abbrevia			DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)		MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0")/ INCREMENT	STATUS OF APPOINTMENT	GOV" SERVIO (Y/ N
From 12/19/2018	7/31/2019 PRODUCTION ENGINEER		NGINEER	HIGH FIRSTBUILD	15,000.00	N/A	REGULAR	N	
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I. VOLUNTARY WÖRK OR INVOLVEMENT I	N CIVIC / NON-GOVERNMENT			ORGANIZATIO	V/S		
29. NAME & ADDRESS OF OR (Write in full)		INCLUSIVI (mm/dd	Vуууу)	NUMBER OF HOURS		POSITION / NATURE OF WORK	
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VII. LEARNING AND DEVELOPMENT (L&D) Start from the most recent L&D training program and inclu				Chief Executive Mana	agerial positions)		
		INCLUSIVE DATES OF ATTENDANCE			Type of LD	CONDUCTED/ SPONSORED BY	
 TITLE OF LEARNING AND DEVELOPMENT INTE (Write in full) 		(mm/dd/yyyy)		NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	(Write in full)	
PROJECT SYSTEM- BASIC TRAINING ON SAP	- 1 Sept. 1 Se	From 07/19/2019	To 07/20/2019	16	TECHNICAL	VISTA LAND AND LIFESCAPES, INC.	
ROJECT STSTEM- BASIC TRAINING ON SAF		07713/2013	0/120/2013	10	TEGINIOAE	1011201101101101101101101101101101101101	
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	(C	ontinue on separate	sheet if necessa	n/)			
VIII. OTHER INFORMATION	ALC .	ON-ACADEMIC DIST	NCTIONS / PECO	OGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZAT	
31. SPECIAL SKILLS and HOBBIES	SPECIAL SKILLS and HOBBIES 32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)						
LEADERSHIP						PHILIPPINE INSTITUTE OF CIVIL ENGINEER VISAYAS STATE UNIVERSITY STUDENT CHAP	
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34.	Are you related by consanguinity or affinity to the appointing or chief of bureau or office or to the person who has immediate so					
	Bureau or Department where you will be apppointed,	A CONTRACTOR CONTRACTO	□ YES ☑ NO			
	a. within the third degree?	- 1				
	b. within the fourth degree (for Local Government Unit - Caree	YES V NO				
			If YES, give details:			
35	a. Have you ever been found guilty of any administrative offen	YES NO				
		If YES, give details:				
	b the court have extended by the arread before any court?	☐ YES ☑ NO				
	b. Have you been criminally charged before any court?		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	☐ YES ☑ NO			
	any court or tribunal?	Carrier of the Control of the Contro	If YES, give details:	,		
37.	Have you ever been separated from the service in any of the	following modes: resignation, retirement,	✓ YES □ NO			
	dropped from the rolls, dismissal, termination, end of term, fini	shed contract or phased out (abolition) in	If YES, give details: I resigned from my previou	e employer		
	the public or private sector?			2 CITIDIO A CI		
38.	a. Have you ever been a candidate in a national or local electi Barangay election)?	on neid within the last year (except	YES JVO details:			
			If YES, give details:			
	b. Have you resigned from the government service during the		YES VIO			
	election to promote/actively campaign for a national or local ca	STATE OF THE STATE	If YES, give details:			
39.	Have you acquired the status of an immigrant or permanent re	esident of another country?	YES VO			
			If YES, give details (country):			
		O - 1 - 5 - Di bl - d D (DA 7077)				
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magrand (c) Solo Parents Welfare Act of 2000 (RA 8972), please a	na Carta for Disabled Persons (RA 7277), answer the following items:				
a.	Are you a member of any indigenous group?	·	☐ YES ☑ NO			
	700 you a monibol or any margonized group.		If YES, please specify:			
b.	Are you a person with disability?		☐ YES ☑ NO			
- 19			If YES, please specify ID No:			
C.	Are you a solo parent?		YES V NO If YES, please specify ID No:			
41	REFERENCES (Person not related by consanguinity or affinity to applicant it	/appointee)	50.5 (CA) 11 (12.50 S. French 12.50 S.			
	NAME	ADDRESS	TEL. NO.			
H		VISAYAS STATE UNIVERSITY- BAYBAY	0922-293-1815			
	PROF. EPIFANIA G. LORETO	CITY LEYTE	0922-293-1015			
	ENGR. RAMIL B. VINCULADO	VISAYAS STATE UNIVERSITY- BAYBAY CITY LEYTE	0997-488-0609	7		
H	ENGR. JUDE VINCENT R. SIMBRE	BACOLOD CITY, NEG. OCC.	0977-855-0504			
42	I declare under oath that I have personally accomplished	I this Personal Data Sheet which is a tr	ue, correct and			
	complete statement pursuant to the provisions of pertine	ent laws, rules and regulations of the	Republic of the			
	Philippines. I authorize the agency head/authorized represe	ntative to verify/validate the contents state	ed herein.			
	agree that any misrepresentation made in this docu administrative/criminal case/s against me.	ment and its attachments shall caus	e the filing of			
	aurilinisti ative/ci irini iai casers against me.					
I	Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)		1400			
	PLEASE INDICATE ID Number and Date of Issuance			A CONTRACTOR OF THE PARTY OF TH		
	Government Issued ID: PRC					
П	ID/License/Passport No.: 0165387	ox)				
Н	Date/Place of Issuance: 12/03/2019/ ORMOC CITY, LEYTE		Lance Lance			
Н	Dates race of issuance.	Right Thumbmark				
Γ	SUBSCRIBED AND SWORN to before me this 2 3 F	FB 2021 , affiant exhib	oiting his/her validly issued government ID as indica	ated above.		
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ATTY, RYSANC, GUINOCOR						
		VSU Chief Legal Officer	4.			
1	t pag 18	Person Administering Oa	n.			

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.
- Duration: Dec. 19,2018- Jul. 31,2019
- · Position: Production Engineer
- Name of Office/Unit: High Firstbuild Construction, Inc.
- Immediate Supervisor: Engr. Ken V. Macasinag
- Name of Agency/Organization and Location: Vista Land and Lifescapes, Inc./Camella Bacolod South, Bacolod City, Negros Occidental 6100
 - List of Accomplishments and Contributions (if any)
 - -Monthly cut-off on every 25th in order to complete an average of 4-6 units monthly.
 - · Summary of Actual Duties
 - Supervise the inhouse manpower in order to hit the target (e.g. monthly cut-off, start pending units as turned-over by the admin, day-to-day daily targets and activity schedules)
 - Regular checking of the site of the structure and details are as per plan.
 - Manage materials that is needed on site every week to be requested to the Purchasing department.
 - Contribute in the brainstorming of the team in order to formulate more efficient ways to improve house construction.
 - Entertain homeowners' concerns related to house construction and explain target matters in order to avoid escalation of negative feedbacks to the higher office.

JESSIE B. ORRALES
(Signature over Printed Name of Employee/Applicant)

Date: