

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 () ☐ 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	LESIDAN		
FIRST NAME	EMMANUEL	NAME EXTENSION (JR., SR)	
MIDDLE NAME	PADERES		
3. DATE OF BIRTH (mm/dd/yyyy)	12/8/1984	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	Baybay City, 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 type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:		
7. HEIGHT (m)	1.67	17. RESIDENTIAL ADDRESS	858 Sunflower House/Block/Lot No. Street
8. WEIGHT (kg)	59		Subdivision/Village Marcos Barangay
9. BLOOD TYPE	AB+		Baybay Leyte City/Municipality Province
10. GSIS ID NO.	NA		
11. PAG-IBIG ID NO.	121099788839	18. PERMANENT ADDRESS	858 Sunflower House/Block/Lot No. Street
12. PHILHEALTH NO.	01-0506381997		Subdivision/Village Marcos Barangay
13. SSS NO.	34-0343437-7		Baybay Leyte City/Municipality Province
14. TIN NO.	306-183-806-000		6521-A
15. AGENCY EMPLOYEE NO.	NA V 02205	19. TELEPHONE NO.	NA
		20. MOBILE NO.	+639073285713
		21. E-MAIL ADDRESS (if any)	emmanuel.lesidan@vsu.edu.ph

II. FAMILY BACKGROUND			
22. SPOUSE'S SURNAME	Ababat	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	Jhemyr Ann	Cedrix Andersen A. Lesidan	1/27/2014
MIDDLE NAME	Serato		
OCCUPATION	Housewife		
EMPLOYER/BUSINESS NAME	NA		
BUSINESS ADDRESS	NA		
TELEPHONE NO.	NA		
24. FATHER'S SURNAME	Lesidan		
FIRST NAME	Mario		
MIDDLE NAME	Oquias		
25. MOTHER'S MAIDEN NAME			
SURNAME	Paderes		
FIRST NAME	Nenita		
MIDDLE NAME	Rosal		
(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	San Agustin Elementary School	NA	6/15/1993	3/20/1998	NA	1998	NA
SECONDARY	Bunga National High School	NA	00/00/1998	00/00/2001	NA	2001	NA
VOCATIONAL / TRADE COURSE	Tacloban Institute of Electronics	Computer Technician	00/00/2001	00/00/2002	NA	NA	NA
COLLEGE	Visayas State University	Bachelor of Science of Agri-Business	00/00/2021	00/00/2023	NA	NA	NA
GRADUATE STUDIES	NA						
(Continue on separate sheet if necessary)							

SIGNATURE		DATE	11/12/2024
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	11/12/2024
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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)?	<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)		
NAME	ADDRESS	TEL. NO.
Rud Luis G. Gonzaga	VSU, Baybay City, Leyte	09120887100
Jannet C. Bencure	VSU, Baybay City, Leyte	0995459629
Mila B. Balan	San Agustin Baybay City Leyte	0906674485

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.



EMMANUEL P. LESIDAN

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.: H12-18-000997
Date/Place of Issuance: 4/32024 @ Baybay City, Leyte

Signature (Sign inside the box)
11/27/2024
Date Accomplished



SUBSCRIBED AND SWORN to before me this 28 NOV 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSU Chief Legal Officer
Person Administering Oath

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: December 2022- Present
- Position: Laboratory Aide
- Name of Office/Unit: Department of Meteorology
- Immediate Supervisor: Rud Luis G. Gonzaga
 - Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Property custodian in-charge of the department.
 - Troubleshoot, install, configure, repair, maintain, and upgrade information technology devices, software, and systems.
 - Maintains and operates computer laboratory and assists computer laboratory instructors and laboratory users with computer-related issues and trouble-shooting minor equipment problems.
 - Assists all laboratory instructors in the department in the field laboratory classes.
 - Issues laboratory equipment to students and ensures that such equipment is returned in good condition.
 - Performs as utility/messenger of the department.
 - Performs other functions assigned by the immediate supervisor.

- Duration: March 2018- June 2022
- Position: Laboratory Aide
- Name of Office/Unit: Department of Mechanical Engineering
- Immediate Supervisor: Jundy R. Castil
 - Name of Agency/Organization and Location: Visayas State University Visca, Baybay City, Leyte
 - List of Accomplishments and Contributions (if any)

- **Summary of Actual Duties**
 - Property custodian in-charge of the department.
 - Assist students, faculty and staff in borrowing the instruments/equipment in laboratory.
 - Perform as a Utility messenger in the department to ensure the cleanliness and the routing of the documents.
 - Performs other functions assigned by the immediate supervisor.


EMMANUEL P. LESIDAN

(Signature over Printed Name
of Employee/Applicant)

Date: 11/12/2024