

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	GRAVOSO		
FIRST NAME	ROTACIO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	SABONG		
3. DATE OF BIRTH (mm/dd/yyyy)	20/07/1965	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	ROXAS, BASEY, SAMAR	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:	17. RESIDENTIAL ADDRESS	49 KILBOURNE House/Block/Lot No. Street VSU PANGASUGAN Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province
7. HEIGHT (m)	1.63 m	ZIP CODE	6521
8. WEIGHT (kg)	60 Kg		
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	House/Block/Lot No. Street ROXAS Subdivision/Village Barangay BASEY SAMAR City/Municipality Province
10. GSIS ID NO.	CRN-006-0017-71581	ZIP CODE	6720
11. PAG-IBIG ID NO.			
12. PHILHEALTH NO.			
13. SSS NO.		19. TELEPHONE NO.	(053)563-6403
14. TIN NO.	104-031-482	20. MOBILE NO.	09335162964
15. AGENCY EMPLOYEE NO.	V000257	21. E-MAIL ADDRESS (if any)	e-gravoso@vsu.edu.ph

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	GRAVOSO		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ANNIE	NAME EXTENSION (JR., SR)	Ronnie Emmanuel P. Gravoso	04/12/1994
MIDDLE NAME	PARMIS		Marviana Lovella P. Gravoso	13/07/1996
OCCUPATION	ASSISTANT PROFESSOR III			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	(053)563-6403			
24. FATHER'S SURNAME	GRAVOSO			
FIRST NAME	MIGUEL	NAME EXTENSION (JR., SR)		
MIDDLE NAME	TABUNARES			
25. MOTHER'S MAIDEN NAME				
SURNAME				
FIRST NAME				
MIDDLE NAME				

(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	Roxas Elem School	Elementary	27/05/1973	01/06/1979	N/A	1979	Valedictorian
SECONDARY	Basey Nat'l High School	Secondary	01/06/1979	05/06/1983	N/A	1983	Salutatorian
VOCATIONAL / TRADE COURSE							
COLLEGE	Visayas State College of Agriculture	BSADE	05/06/1983	09/06/1987	N/A	1987	Cum Laude
GRADUATE STUDIES	UP Los Baños / Hiroshima University	MS / PhD	1989/1998	1991/2003	N/A	1991/2003	

(Continue on separate sheet if necessary)

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IV. CIVIL SERVICE ELIGIBILITY					
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
PD 907 as Amended					

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

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

28. INCLUSIVE DATES (mm/dd/yyyy)		POSITION TITLE (Write in full/Do not abbreviate)	DEPARTMENT / AGENCY / OFFICE / COMPANY (Write in full/Do not abbreviate)	MONTHLY SALARY	SALARY JOB/PAY GRADE (if applicable)/STEP (Format "00-00" / INCREMENT)	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
From	To						
01/01/2015	Present	Professor V	Department of Development Communication, Visayas State	67,684.00	28	Permanent	Yes
10/28/2014	12/31/2014	Professor III	Department of Development Communication, Visayas State	58,666.00	26	Permanent	Yes
06/01/2012	10/27/2014	Professor III	Department of Development Communication, Visayas State	58,028.00	26	Permanent	Yes
10/28/2011	05/31/2012	Professor III	Department of Development Communication, Visayas State	50,334.00	26	Permanent	Yes
06/01/2011	10/27/2011	Professor I	Department of Development Communication, Visayas State	43,612.00	24	Permanent	Yes
06/24/2010	05/31/2011	Professor I	Department of Development Communication, Visayas State	37,473.00	24	Permanent	Yes
10/01/2009	06/23/2010	Professor I	Department of Development Communication, Visayas State	31,334.00	24	Permanent	Yes
07/01/2009	09/30/2009	Assistant Professor IV	Department of Development Communication, Visayas State	22,659.00	18	Permanent	Yes
12/31/2008	06/30/2009	Assistant Professor IV	Department of Development Communication, Visayas State	19,647.00	18	Permanent	Yes
07/01/2008	11/30/2008	Assistant Professor IV	Department of Development Communication, Visayas State	19,168.00	18	Permanent	Yes
07/01/2007	06/30/2008	Assistant Professor IV	Department of Development Communication, Visayas State	17,425.00	18	Permanent	Yes
12/01/2005	06/30/2007	Assistant Professor IV	Department of Development Communication, Visayas State	15,841.00	18	Permanent	Yes
10/19/2005	11/30/2005	Assistant Professor III	Department of Development Communication, Visayas State	15,317.00	17	Permanent	Yes
12/01/2001	10/18/2005	Assistant Professor III	Department of Development Communication, Visayas State	14,944.00	17	Permanent	Yes
12/01/2001	/ /	Assistant Professor III	Department of Development Communication, Visayas State	14,944.00	17	Permanent	Yes
07/01/2001	11/30/2001	Assistant Professor II	Department of Development Communication, Visayas State	14,450.00	16	Permanent	Yes
12/01/2000	06/30/2001	Assistant Professor II	Department of Development Communication, Visayas State	13,762.00	16	Permanent	Yes
01/01/2000	11/30/2000	Assistant Professor II	Department of Development Communication, Visayas State	13,427.00	16	Permanent	Yes
10/01/1998	12/31/1999	Assistant Professor II	Department of Development Communication, Visayas State	12,206.00	16	Permanent	Yes
12/01/1997	09/30/1998	Assistant Professor II	Department of Development Communication, Visayas State	12,206.00	16	Temporary	Yes
11/01/0997	11/30/1997	Assistant Professor I	Department of Development Communication, Visayas State	11,515.00	15	Temporary	Yes
01/01/1997	10/31/1997	Assistant Professor I	Department of Development Communication, Visayas State	9,626.00	15	Temporary	Yes
01/01/1996	12/31/1996	Assistant Professor I	Department of Development Communication, Visayas State	7,737.00	15	Temporary	Yes
01/01/1995	12/31/1995	Assistant Professor I	Department of Development Communication, Visayas State	6,118.00	15	Temporary	Yes
08/19/1994	12/31/1994	Assistant Professor I	Department of Development Communication, Visayas State	5,118.00	15	Temporary	Yes
01/01/1994	08/18/1994	Instructor II	Department of Development Communication, Visayas State	4,500.00	15	Temporary	Yes
05/18/1992	12/31/1993	Instructor II	Department of Development Communication, Visayas State	3,800.00	15	Temporary	Yes
01/01/1992	05/16/1992	Science Research Assistant	Visayas State College of Agriculture	3,500.40	9	CO	yes
06/01/1991	12/31/1991	Science Research Assistant	Visayas State College of Agriculture	132.59	9	C	yes
07/01/1989	12/31/1989	Science Research Assistant	Visayas State College of Agriculture	3,500.40	9	CO	yes
01/01/1988	06/30/1989	Research Assistant II	Visayas State College of Agriculture	1,546.05		CO	yes
07/01/1987	12/31/1987	Research Assistant II	Visayas State College of Agriculture	1,405.50		CO	yes
05/16/1987	06/30/1987	Research Assistant	Visayas State College of Agriculture	902.00		CO	yes

(Continue on separate sheet if necessary)

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[illegible]

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)

[illegible]

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Writing		Assoc.of DEVCOM Educators and Practitioners
Reading		Phil. Association of Comm. Education
		Phi Delta The Honor Society of Science

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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)?

☐ 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

If YES, give details:

☐ YES

☒ 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?

☐ 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:

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

If YES, give details:

☐ YES

☒ NO

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

If YES, please specify:

☐ YES

☒ NO

If YES, please specify ID No:

☐ YES

☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Jose L. Bacusmo	Visayas State University	9173108076
Edgardo E. Tulin	Visayas State University	9173108081
Victor B. Asio	Visayas State University	9257620329

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.

PHOTO

Right Thumbmark

Government Issued ID (i.e. Passport, GSSS, SSS, PRC, Driver's License, etc.)

PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: UMID

ID/License/Passport No.: 006-0017-7158-1

Date/Place of Issuance: N/A

Signature (Sign inside the box)

Date Accomplished

SUBSCRIBED AND SWORN to before me this 17 JUL 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSA C. GUINODOC

VSU LEGAL COUNSEL

Person Administering Oath

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