

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	ALBISO		
FIRST NAME	ELIZABETH	NAME EXTENSION (JR., SR)	
MIDDLE NAME	BUTAWAN		
3. DATE OF BIRTH (mm/dd/yyyy)	8/30/1959	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	SAN FRANCISCO AGUSAN SUR	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" 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	House/Block/Lot No. Street Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
7. HEIGHT (m)	1.49	ZIP CODE	6521
8. WEIGHT (kg)	55kgs	18. PERMANENT ADDRESS	House/Block/Lot No. Street Pangasugan Subdivision/Village Barangay Baybay City Leyte City/Municipality Province
9. BLOOD TYPE	B	ZIP CODE	6521
10. GSIS ID NO.	B59-BWEBA012	19. TELEPHONE NO.	563-8650
11. PAG-IBIG ID NO.	913198286866	20. MOBILE NO.	09454133922
12. PHILHEALTH NO.	13-0000-149234	21. E-MAIL ADDRESS (if any)	elizabeth.albiso@yahoo.com
13. SSS NO.	not applicable		
14. TIN NO.	116-622-520		
15. AGENCY EMPLOYEE NO.	VSU000024		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ALBISO		23. NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	COSME	JR	Shandy Marie Butawan Albiso-Miot	12/4/1986
MIDDLE NAME	MENOZA		Joeselle Butawan Albiso - Alcover	7/26/1988
OCCUPATION	retired		Joseph Lee Butawan Albiso	12/7/1989
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.	563-7067			
24. FATHER'S SURNAME	BUTAWAN (deceased)			
FIRST NAME	IRENEO	SR		
MIDDLE NAME	ABAYABAY			
25. MOTHER'S MAIDEN NAME				
SURNAME	MEJORADA			
FIRST NAME	ISABEL			
MIDDLE NAME	PLAZA			
(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	Baybay South Central Sch.	elementary	1996	1973	graduated	1973	
SECONDARY	Baybay High School	secondary	1973	1977	graduated	1977	
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	Franciscan college of the Immaculate Conception	BSC	1978	1985	graduated	1985	
GRADUATE STUDIES	N/A						

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7-18-19
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IV. CIVIL SERVICE ELIGIBILITY

27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CE\$/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAM	CONFERMENT	LICENSE (if applicable)	
						NUMBER	Date of Validity
	Data Encoder TESDA	75.8	February 24,1999	Tacloban City		99080304512	9/13/2000

(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 "00-0") INCREMENT	STATUS OF APPOINTMENT	GOVT SERVICE (Y/ N)
From	To						
1/1/2017	present	Adm. Aide IV	Visayas State University	12591.00	G-IV	permanent	yes
1/1/2016	12/31/2016	Adm. Aide IV	Visayas State University	12103.00	G-IV	permanent	yes
3/1/2015	12/31/2015	Adm. Aide IV	Visayas State University	11635.00	G-IV	permanent	yes
6/1/2012	2/28/2015	Adm. Aide IV	Visayas State University	11519.00	G-IV	permanent	yes
3/1/2012	5/31/2012	Adm. Aide IV	Visayas State University	10763.00	G-IV	permanent	yes
6/1/2011	2/29/2012	Adm. Aide IV	Visayas State University	10626.00	G-IV	permanent	yes
6/24/2010	5/31/2011	Adm. Aide IV	Visayas State University	9848.00	G-IV	permanent	yes
7/1/2009	6/23/2010	Adm. Aide IV	Visayas State University	9069.00	G-IV	permanent	yes
3/1/2009	6/30/2009	Adm. Aide IV	Visayas State University	8290.00	G-IV	permanent	yes
7/1/2008	2/28/2009	Adm. Aide IV	Visayas State University	8087.00	G-IV	permanent	yes
7/1/2007	6/30/2008	Adm. Aide IV	Visayas State University	7352.00	G-IV	permanent	yes
3/2/2006	6/30/2007	Adm. Aide IV	Visayas State University	6684.00	G-IV	permanent	yes
12/1/2004	2/28/2006	Adm. Aide IV	Visayas State University	6522.00	G-IV	permanent	yes
3/1/2003	11/30/2004	REMO II	Visayas State University	6522.00	G-IV	permanent	yes
10/1/2001	2/26/2003	Messenger	Visayas State University	5678.00	G-II	permanent	yes
7/1/2001	9/30/2001	Messenger	Visayas State University	5540.00	G-II	permanent	yes
1/1/2000	6/30/2001	Messenger	Visayas State University	5276.00	G-II	permanent	yes
10/1/1998	12/31/1999	Messenger	Visayas State University	4796.00	G-II	permanent	yes
5/16/1997	9/30/1998	Clerk I	Visayas State University	237.64	G-11	permanent	yes
1/1/1997	5/15/1997	Adm Service Aide	Visayas State University	256.64		permanent	yes
1/1/1996	12/31/1996	Clerk I	Visayas State University	225.27		permanent	yes
1/1/1995	12/31/1995	Clerk I	Visayas State University	179.82		permanent	yes
1/1/1994	12/31/1994	Clerk I	Visayas State University	134.36		permanent	yes
1/1/1993	12/31/1993	Clerk I	Visayas State University	98.00		permanent	yes
1/1/1992	12/31/1992	Clerk I	Visayas State University	98.00		permanent	yes
1/1/1991	12/31/1991	Clerk I	Visayas State University	98.00		permanent	yes
7/1/1989	12/31/1990	Clerk I	Visayas State University	98.00		permanent	yes
7/1/1989	12/31/1990	Clerk I	Visayas State University	98.00		permanent	yes

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7-18-19
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

[illegible]

(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)

[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE	<i>Starlin</i>	DATE	7-18-19
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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 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>Prof. Jesusito L. Lim</td><td>VSU Baybay City</td><td></td></tr><tr><td>Prof. Daniel Tudtud, Jr.</td><td>VSU Baybay City</td><td></td></tr><tr><td>Alan B. Loreto</td><td>VSU Baybay City</td><td></td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Prof. Jesusito L. Lim	VSU Baybay City		Prof. Daniel Tudtud, Jr.	VSU Baybay City		Alan B. Loreto	VSU Baybay City	
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Prof. Daniel Tudtud, Jr.	VSU Baybay City												
Alan B. Loreto	VSU Baybay City												
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: vsu 000024</td></tr><tr><td>ID/License/Passport No.: none</td></tr><tr><td>Date/Place of Issuance: VSU Baybay City, 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: vsu 000024	ID/License/Passport No.: none	Date/Place of Issuance: VSU Baybay City, Leyte	<table><tr><td>Signature (Sign inside the box)</td></tr><tr><td>Date Accomplished</td></tr></table>	Signature (Sign inside the box)	Date Accomplished						
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SUBSCRIBED AND SWORN to before me this 02 AUG 2019, affiant exhibiting his/her validly issued government ID as indicated above.													
<table><tr><td>ATTY. RYSAN C. GUINOCOR Person Administering Oath</td></tr></table>		ATTY. RYSAN C. GUINOCOR Person Administering Oath											
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