CS Form No. 212 Revised 2017		en e		J. SAL J. A.S. J.	858	
NETIGUE ZOZ.	PERSO	NAL DAT	A SH	IEET		
WARNING: Any misrepresent concerned.	tation made in the Personal Data Sheet and th	ne Work Experience Sheet sh	nall cause the	filing of administrative/criminal case	e/s against the person	
READ THE ATTACHED GUIDI	E TO FILLING OUT THE PERSONAL DATA SE	HEET (PDS) BEFORE ACCO	MPLISHING T	HE PDS FORM.	(5) 1511 5 000	
I. PERSONAL INFORMATI	es () It use separate sheet if necessary. Indicate	e N/A if not applicable. DO NOT	ABBREVIATE.	1. CS ID No	(Do not fill up. For CSC use only	
2. SURNAME	ANDO					
FIRST NAME	LINDY JANE NAME EXTENSION (JR., SR) N/A					
MIDDLE NAME	LAUREÑO					
3. DATE OF BIRTH	04/13/1997	16. CITIZENSHIP				
(mm/dd/yyyy)			✓ Filipino ☐ Dual Citizenship ☐ by birth ☐		•	
4. PLACE OF BIRTH	ORMOC CITY, LEYTE	If holder of dual citiz	enship,		cate country:	
5. SEX	Male Female	please indicate the	details.			
6 CIVIL STATUS	✓ Single	17. RESIDENTIAL ADDRESS				
ACT AND ACT AN	☐ Widowed ☐ Separated ☐ Other/s:		Но	use/Block/Lot No.	Street PANGASUGAN	
7.150.54		and the state of t		ubdivision/Village BAYBAY CITY	Barangay LEYTE	
7. HEIGHT (m)	1.6 m	ANG SAM AS SAME		City/Municipality	Province	
8. WEIGHT (kg)	58 kg	ZIP CODE		6521	JR 84 22 mil	
9. BLOOD TYPE	0+	18. PERMANENT ADDRESS	Но	use/Block/Lot No.	Street	
10. GSIS ID NO.		Branch Committee		ROK KALIPAYAN ubdivision/Village	MAS-IN Barangay	
11. PAG-IBIG ID NO.	1212-1511-0259			ORMOC	LEYTE	
12. PHILHEALTH NO.	1325-0777-5385	ZIP CODE	City/Municipality 6541		Province	
13. SSS NO.	06-4059429-3	19. TELEPHONE NO.	N/A			
14. TIN NO.	343-174-893	20. MOBILE NO.	09354421403			
15. AGENCY EMPLOYEE NO.	V01109	21. E-MAIL ADDRESS (if any)	andolindyjane@gmail.com			
II. FAMILY BACKGROUNI	D					
22. SPOUSE'S SURNAME	N/A		23. NAME of C	HILDREN (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	ANDO	and the second of the second o				
FIRST NAME	MAXIMO	NAME EXTENSION (JR., SR)				
MIDDLE NAME	INDOLOS					
25. MOTHER'S MAIDEN NAME		the property of the state of th				
SURNAME	LAUREÑO					
FIRST NAME	AILEEN					
MIDDLE NAME	LAMIGO			(Continue on separate sheet it	f necessary)	
III. EDUCATIONAL BACK	GROUND					
26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGR (Write in full)	REE/COURSE	PERIOD OF ATTENDANCE HIGHEST LE UNITS EAR (if not gradu	NED YEAR ACADEMIC	

RSHIP/ EMIC DRS VED SECOND HONORS MAS-IN ELEMENTARY SCHOOL ELEMENTARY N/A 2002 2008 2008 SECONDARY NEW ORMOC CITY NATIONAL HIGH SCHOOL N/A NONE 2008 2012 2012 VOCATIONAL / TRADE COURSE N/A N/A NA NA BACHELOR OF SCIENCE IN CIVIL ENGINEERING COLLEGE VISAYAS STATE UNNIVERSITY 2012 2017 2017 NONE **GRADUATE STUDIES** N/A N/A NA NA NA NA

SIGNATURE

12/07/2020

DATE

	SERVICE ELIGI								
		RATING (If Applicable)	DATE OF EXAMINATION /	PLACE OF EXAMINA	TION / CONFE		LICENSE (if a)		
		(If Applicable)	CONFERMENT			NUMBER	Date of Validity		
Min	RA1080 BOAI	RD EXAM	81.7	11/11/2017	CEBU CITY		0162279	04/13/2021	
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V. WORK	EXPERIENCE		(Co	ntinue on separate sheet if	necessary)				and the same
Include pri	vate employment	t. Start from your recent	work) Description	of duties should be in	dicated in the attached	Work Exper	ience sheet.		
	USIVE DATES mm/dd/yyyy)	POSITION TI			ICY/OFFICE/COMPANY	MONTHLY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP	STATUS OF	GOV'T SERVICE
From	То	(Write in full/Do not	abbreviate)	(Write in full/D	(Write in full/Do not abbreviate) - SALARY		(Format "00-0")/	APPOINTMENT	(Y/N)
09/30/2018	Present	Instructo	rl	Visayas St			12	TEMPORARY	Y
Feb, 2018	Aug, 2018	Office Engineer			oup of Companies	11000.00	NA NA	REGULAR PROBATIONARY	N
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VI. VOLUMEANT WORK, ON SAVOLVEINEN	IN OUT OF TON CONTENTIALIST	THE COLLET	JESIN I MINT O			
29. NAME & ADDRESS OF ORGANIZATION (Write in full)		INCLUSIVE DATES (mm/dd/yyyy) From To		NUMBER OF HOURS		POSITION / NATURE OF WORK
NONE	27	N/A	N/A	N/A	N/A	1 4 5 A 7 7 1 1 1 1 A
		-		Salah was	P 131	0 151 x 1515)x010xx x 33
	1000	-				
						The second section of the second section of the second section is
	2 2 pm					
VII. LEARNING AND DEVELOPMENT (L&D) (Start from the most recent L&D/training program and inc.	INTERVENTIONS/TRAINING P		TENDED		fanagerial positio	75)
		INCLUSIVE	E DATES OF		Type of LD	
30. TITLE OF LEARNING AND DEVELOPMENT INT (Write in fu		(mm/dd/yyyy) From To		NUMBER OF HOURS	(Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full) University of the Philippines - National Center for
Webinar on Public Transportation and Health in Time	of COVID-19	10/29/2020	10/29/2020	2.0	Technical	Transportation Studies University of the Philippines - National Center for
Webinar on Transportation for the Better Normal	in land	12/10/2020	12/10/2020	2.0	Technical	Transportation Studies Visayas State University - Office of the Director for
Webinar on Introduction to Copyright and Fair Use fo	r Educators	08/28/2020	08/28/2020	3.0	Technical	Innovation
Webinar on MOODLE for Online Instruction	e Ci ing in	6/5/2020	8/5/2020	24.0	Technical	College of Engineering and Technology
Course on Road Safety	en en europe en europe de la companya de la company	10/30/2019	10/30/2019	8.0	Technical	Department of Civil Engineering
Basic First Aid and CPR		April 17, 2019	April 17, 2020	4.0	Technical	Philippine Red Cross
Orientation of Newly-hired and Part-time Employee		08/30/2018	08/31/2018	16.0	Technical	VSU - ODAHRD
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	(Co	ontinue on separate	sheet if necessar	y)		
VIII. OTHER INFORMATION						
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)	
N/A	N/A					N/A
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	(Co	ntinue on separate	sheet if necessar			
SIGNATURE	SHOW	felt		D.	ATE	12 107 /2020
	0	V				CS FORM 212 (Revised 2017), Page 3 of 4

34. Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed, a. within the third degree?					
b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ NO ☐ YES ☑ NO If YES, give details:				
35. a. Have you ever been found guilty of any administrative offe	nse?	☐ YES ☑ NO If YES, give details:			
b. Have you been criminally charged before any court?		YES INO If YES, give details: Date Filed: Status of Case/s:			
36. Have you ever been convicted of any crime or violation of an by any court or tribunal?	☐ YES ☑ NO If YES, give details:				
37. Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, end 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 electron Barangay election)?	tion held within the last year (except	☐ YES ☑ NO If YES, give details:			
b. Have you resigned from the government service during the election to promote/actively campaign for a national or local of	☐ YES ☑ NO If YES, give details:				
39. Have you acquired the status of an immigrant or permanent r	☐ YES ☑ NO If YES, give details (country):				
7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), 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.			
ENGR. LESLEY JOY BALCOS	MANDAUE CITY, CEBU	9282051067			
ENGR. KHAY TEJERO	CEBU CITY	9222931815			
42. I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertiner Philippines. I authorize the agency head/authorized repres I agree that any misrepresentation made in this docu administrative/criminal case/s against me.	nt laws, rules and regulations of the sentative to verify/validate the contents	Republic of the stated herein.	INDY JANE L. ANDO		
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Pir and				
Government Issued ID: PRC	Aladre				
ID/License/Passport No.: 0162279	ox)				
Date/Place of Issuance: ORMOC CITY		Right Thumbmark			
SUBSCRIBED AND SWORN to before me this	, affiant exhibit	ng his/her validly issued governmer	nt ID as indicated above.		
	ATTY. RYSAN C. GUINOCOR VSU Clief Legal Officer Person Administering Oat	h			
	i Grown Authiniotothing Odi		CS FORM 212 (Revised 2017), Page 4 of 4		

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: September, 2018 present
- · Position: Instructor I
- Name of Office/Unit: Department of Civil Engineering
- Immediate Supervisor: Prof. Epifania G. Loreto
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
 - Summary of Actual Duties
 - o Performs instruction, research, and extension functions of the department
- Duration: Feb, 2018 Aug, 2018
- Position: Office Engineer
- Name of Office/Unit: Construction Project Management Department
- Immediate Supervisor: Engr. Josephine Penuela
- Name of Agency/Organization and Location: Prince Retail Group of Companies, MC Briones St., Cebu City
 - · Summary of Actual Duties
 - o Effective coordination with the site engineers, designers, and Contractors
 - Requesting needed materials
 - Effective coordination with procurement and logistics to ensure that materials delivered on site are on right quality and quantity.
 - Assisting the Permit Liaison for the preparation of documents for the issuance of permits.
 - Making of As-built plans.

LINDY JANE L. ANDO

(Signature over Printed Name of Employee/Applicant)

Date: 12 /07 / 2020