

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 () 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	FLORES		
FIRST NAME	IRISH	NAME EXTENSION (JR., SR)	
MIDDLE NAME	VERZOSA		
3. DATE OF BIRTH (mm/dd/yyyy)	10/30/94	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	TACLOBAN CITY	If holder of dual citizenship, please indicate the details.	
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	REAL STREET House/Block/Lot No. Street Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province
7. HEIGHT (m)	5'1	ZIP CODE	6500
8. WEIGHT (kg)	49		
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street PATOC Subdivision/Village Barangay DAGAMI LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6515
11. PAG-IBIG ID NO.	121196060158		
12. PHILHEALTH NO.	13-025340384-6	19. TELEPHONE NO.	N/A
13. SSS NO.	06-3952502-4	20. MOBILE NO.	09454357458
14. TIN NO.	735-015-858	21. E-MAIL ADDRESS (if any)	irishflores393@gmail.com
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME		NAME EXTENSION (JR., SR)	AYISHA F. BADEO	3/10/2015
MIDDLE NAME				
OCCUPATION				
EMPLOYER/BUSINESS NAME				
BUSINESS ADDRESS				
TELEPHONE NO.				
24. FATHER'S SURNAME	FLORES			
FIRST NAME	EDWIN	NAME EXTENSION (JR., SR)		
MIDDLE NAME	NOVIO			
25. MOTHER'S MAIDEN NAME				
SURNAME	VERZOSA			
FIRST NAME	HELENE			
MIDDLE NAME	SUDARIO			

(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	PATOC ELEMENTARY SCHOOL	PRIMARY EDUCATION	6/6/2001	03/24/2007	GRADUATED	2007	N/A
SECONDARY	SAINT JOSEPH HIGH SCHOOL	HIGH SCHOOL	4/6/2007	03/28/2011	GRADUATED	2011	N/A
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	LEYTE NORMAL UNIVERSITY	BACHELOR OF LIBRARY AND INFORMATION SCIENCE	4/6/2011	03/23/2017	GRADUATED	2017	N/A
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTERS IN LIBRARY INFORMATION SCIENCE	8/5/2021	PRESENT	21 UNITS		N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/03/23
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IV. CIVIL SERVICE ELIGIBILITY

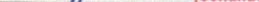
[illegible]

(Continue on separate sheet if necessary)

V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/03/23
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

[illegible]

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED


[illegible]

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
Computer Literate	N/A	Philippine Librarians Association Inc.,
Can work independently		Eastern Visayas State University
Fast learner and very much willing to learn new ideas		
Effective interpersonal skills & organizational abilities		

(Continue on separate sheet if necessary)

SIGNATURE		DATE	7/03/23
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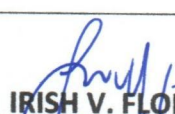
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WORK EXPERIENCE SHEET

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: 2018-2023
- Position: School Librarian
- Name of Office/Unit: Saint Paul School of Professional Studies Library
- Immediate Supervisor: Maria Charito L. Suyom
- Name of Agency/Organization and Location: Saint Paul School of Professional Studies Campetiko, Leyte
- List of Accomplishments and Contributions (if any)
- Summary of Actual Duties
 - Render general supervision of all the personnel and the library services
 - Formulate and administer library policies, rules and regulations.
 - Prepare annual budget and propose plans for the academic year.
 - Plan, direct and coordinate the works of library staff.
 - Lead in acquiring library materials, equipment and supplies.


IRISH V. FLORES

(Signature over Printed Name
of Employee/Applicant)

Date: July 03, 2023