CS Form No. 212 Revised 2017

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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1 CS ID No. Print legibly. Tick appropriate boxes (and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only PERSONAL INFORMATION 2. SURNAME **POSAS** NAME EXTENSION (JR., SR) N/A **EDGAR** FIRST NAME MIDDLE NAME **PENETRADO** 3. DATE OF BIRTH 06-02-1968 16. CITIZENSHIP ✓ Filipino (mm/dd/vvvv) Dual Citizenship by birth by naturalization Pls. indicate country: 4. PLACE OF BIRTH BAYBAY CITY, LEYTE If holder of dual citizenship, please indicate the details 5. SEX ✓ Male Female **Philippines 4TH AVENUE** Single ✓ Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS Widowed House/Block/Lot No Separated **SAN AGUSTIN** Other/s: Subdivision/Village BAYBAY **LEYTE** 7. HEIGHT (cm) 167 CM 86 KG 8 WEIGHT (kg) ZIP CODE 6521-A 18. PERMANENT ADDRESS **4TH AVENUE** 9. BLOOD TYPE 0 House/Block/Lot No. Street **SAN AGUSTIN** 10. GSIS ID NO. CRN-006-0063-6349-5 Subdivision/Villag BAYBAY **LEYTE** 11. PAG-IBIG ID NO 1700-0029-7732 City/Municipality Province 12. PHILHEALTH NO 13-050056000-3 ZIP CODE 6521-A 13. SSS NO. 19. TELEPHONE NO. NONE NONE 14 TIN NO 932-315-910 20. MOBILE NO. 09972585800 15. AGENCY EMPLOYEE NO V000412 21 E-MAIL ADDRESS (if anv) MILY BACKGROUNE 22. SPOUSE'S SURNAME **POSAS** 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) **JOSEFINA** FIRST NAME JOHN LESTHER E. POSAS 1/9/2001 **ESPERANZA** JOHN REY E. POSAS MIDDLE NAME 3/10/2003 OCCUPATION **HOUSE WIFE** ANGEL MAE E. POSAS 11/12/2008 EMPLOYER/BUSINESS NAME N/A N/A **BUSINESS ADDRESS** TELEPHONE NO N/A FATHER'S SURNAME **POAS** NAME EXTENSION (JR., SR) **ESTANISLAO** FIRST NAME VARRON MIDDLE NAME **POSAS** MOTHER'S MAIDEN NAME **PENEFRADO** SURNAME **CECILIA** FIRST NAME BASTE (Continue on separate sheet if necessary) EDUCATIONAL BACKGROUND SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL PERIOD OF ATTENDANCE BASIC EDUCATION/DEGREE/COURSE ACADEMIC HONORS YFAR LEVEL UNITS EARNED (Write in full) GRADUATED (Write in full) (if not graduated) RECEIVED From To SAN AGUSTIN ELEMENTARY ELEMENTARY PRIMARY 1975 1981 GRADUATE N/A SCHOOL SECONDARY **BUNGA NATIONAL HIGH SCHOOL** HIGH SCHOOL 1981 1985 GRADUATE N/A VOCATIONAL / N/A N/A N/A N/A NA N/A TRADE COURSE VISAYAS STATE UNIVERSITY **B.S FORESTRY** COLLEGE 1985 1989 87 UNITS N/A **GRADUATE STUDIES** N/A N/A SIGNATURE DATE CS FORM 212 (Revised 2017), Page 1 of 4

27. CAR	The second secon		RATING	DATE OF				LICENSE (if applicable)	
SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE			(If Applicable)	EXAMINATION / CONFERMENT	PLACE OF EXAMINA	ATION / CONF	ONFERMENT , NUMBER		Date of Validity
SE	SECURITY GUARD LICENSE					R0820180-		3/12/20	
								302106	0/12/20/
					-				
-							~		
			(Co	ontinue on separate sheet i	f necessary)				
	EXPERIENCE vate employmen	t. Start from your recen	t work) Description	on of duties should b	e indicated in the attach	ed Work Ex	operience shee		
28. INCL	USIVE DATES om/dd/yyyy)	POSITION TI (Write in full/Do not	TLE	DEPARTMENT / AGE	NCY / OFFICE / COMPANY Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format "00-0")/	STATUS OF APPOINTMENT	GOVT SERVICE (Y/N)
2/16/2006	Present	SECURITY 6	IIIARD	SECURITY SER		INCREMENT			
2/15/2005	2/14/2006	SECURITY O			CITY, LEYTE	0.450	3 STEP 2	REGULAR	Y
3/16/2001	1/14/2005	SECURITY G		GGC SECURITY AGENCY		6,450			N
10/11/1997	3/15/2001	SECURITY G		ALERT SEC. & DETECTIVE AGENCY		5,900			N
10/7/1995	12/20/1996	SECURITY G			5,400			N	
10/7/1990	2/1/1994	CAFGL		OLGA PROTECTIVE AGENCY 356 PC COMPANY		4,800			N
		- OAI GC		330 FC	COMPANY	N/A			Y
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0/0//	TURE		Cont	tinue on separate sheet if n	January 21,2			(Revised 2017), Pa	

9. NAME & ADDRESS OF ORGANIZATION	V	INCLUSI	VE DATES			
(Write in full)	1		id/yyyy)	NUMBER OF HOURS	POSITION / NATURE OF WORK	
2		From	То			
SAYAS STATE UNIVERSITY ADMINISTRATIVE PERSON	NEL ASS.	2006	PRESENT			
. LEARNING AND DEVELOPMENT (L&D) INTERVE		ontinue on separate		7)		
art from the most recent L&D training program and include only the re	levant L&D training taken for	the last five (5) yea	ts for Division Chi	ef Executive Manaç	gerial positions)	
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/ (Write in full)	TRAINING PROGRAMS	ATTEN	DATES OF IDANCE d/yyyy)	NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full):
LTO DEPUTIZATION SEMINA	AR		10/28/2016		TECHNICAL	LTO R-8/ VSU HRD
FIRE PREVENTION SEMINAR AND	TRAINING	3/27/2015	3/27/2015		TECHNICAL	BFP BAYBAY/ VSU HRD
OF MASS CASUALTY INCIDENT RE	SPONSE					
REORIENTATION SEMINAR FOR SECU	RITY GUARD	9/14/2014	9/14/2014		TECHNICAL	VSU HRD
SEMINAR ON PREPARATION OF PERFORMANCE		9/12/2011	9/12/2011		TECHNICAL	VSU HRD
AMONG SECURITY GUARD REGIONAL ARNIS SEMINAR WOF	RKSHOP	9/23/2010	9/25/2010	V. 2. V. V.	TECHNICAL	PHIL SPORTFOR ALL ASSOCIATION/VSU IH
		0/20/2010	0/20/2010		TEOTHIOAE	THE STORY OF ALL ACCOUNTS OF THE
3						
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			A Maria Cara			
1			The second second			
						:
	7					
					-	
	20					
III. OTHER INFORMATION	(Co	ntinue on separate	sheet if necessary	0		
II. OTHER INFORMATION					a production of	
31. SPECIAL SKILLS and HOBBIES 32.	NON	LACADEMIC DISTIN	ICTIONS / RECOG in full)	NITION		33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
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24 4			
34. Are you related by consanguinity or affinity to the	ointing or recommending authority, or to the		
chief of bureau or office or to the person who has imr			
Bureau or Department where you will be apppointed,	•		
a. within the third degree?	YES NO		
b. within the fourth degree (for Local Government Un	YES NO		
		If YES, give details:	
_ 11			
35. a. Have you ever been found guilty of any administrat	ive offense?	YES NO	
		If YES, give details:	
b. Have you been criminally charged before any court	?	YES NO	
		If YES, give details:	
		Date Filed:	
The state of the s		Status of Case/s:	
36. Have you ever been convicted of any crime or violation	on of any law decree ordinance or regulation h		
any court or tribunal?	fi of any law, decree, ordinance or regulation by	I I TES I NO	
dirj source clouding.		If YES, give details:	
37. Have you ever been separated from the service in any	y of the following modes: resignation		
retirement, dropped from the rolls, dismissal, terminat	fion and of term finished contract or phased or	YES NO	
(abolition) in the public or private sector?	ion, end of term, fillished contract or phased od	If YES, give details:	
38. a. Have you ever been a candidate in a national or loc	al election held within the last year (except	YES NO	
Barangay election)?		If YES, give details:	
h Have you recigned from the government corvine du	-i the there (2) must be paried before the last		
 b. Have you resigned from the government service du election to promote/actively campaign for a national or 	ring the three (3)-month period before the last	YES NO	
As a manufacture of the control of t		If YES, give details:	
39. Have you acquired the status of an immigrant or perm	anent resident of another country?	YES NO	
		If YES, give details (country):	
40. Pursuant to: (a) Indigenous People's Act (RA 8371); (I	a) Magna Carta for Disabled Persons (RA		
7277); and (c) Solo Parents Welfare Act of 2000 (RA 8	3972), please answer the following items:		
a. Are you a member of any indigenous group?		YES NO	
		If YES, please specify:	
b. Are you a person with disability?		YES NO	
		If YES, please specify ID No:	
c. Are you a solo parent?	Are you a solo parent?		
		☐ YES ☑ NO If YES, please specify ID No:	
		TEO, ploudo oposity in the.	
41. REFERENCES (Person not related by consanguinity or affinity to app	oficant /appointee)		
NAME	ADDRESS	TELNO	
	AUDINEGO	TEL. NO.	
MILA P. BALAN	SAN AGUSTIN BAYBAY CITY	NONE	
AMERICA MARTINES AR			
ANECITO MARTINEZ SR.	POMPONAN BAYBAY CITY	NONE	
CELSO GUMAOD			
	VSU BAYBAY CITY	NONE	
42. I declare under oath that I have personally accomplish	ed this Personal Data Sheet which is a true, co	rrect and complete	
statement pursuant to the provisions of pertinent la	ws, rules and regulations of the Republic of	the Philippines 1	
authorize the agency head / authorized representative	e to verify/validate the contents stated herein	l agree that any	
misrepresentation made in this document and its atta	achments shall cause the filing of administration	ive/criminal case/s	
against me.	10 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -		
Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.)		www.mass.	
PLEASE INDICATE ID Number and Date of Issuance	(41		
Government Issued ID: DRIVER'S LICENSE	11 4		
170 100 100 100 100 100 100 100 100 100			
ID/License/Passport No.: LTO-HO3-04-001130			
Date/Place of Issuance: 5/28/2018 / BAYBAY CITY LEYTE	in the state of th		
	Date Accomplished	Right Thumbmark	
IAN	0.0.0040		
SUBSCRIBED AND SWORN to before me this	2 3 2019 affiant exhibiting	ng his/her validly issued government ID as indicated above.	
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	/ 10 gum		
	ATTY. RYSAN C. GUINOCOR		
	VSULEGAL OF Administering Oath		
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WORK EXPENSENCE 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.

Sample: If applying to Supervising Administrative Officer

- Duration: December 15, 2009 present
- Position: Security Guard I (Regular)
- · Name of Office/Unit: Security Services Office
- Immediate Supervisor: Celso Gumaod
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Securing lives and properties of VSU
 - Conduct roving inspection within VSU Campus
 - Apprehend all violators to government and VSU rules, regulations and policies
 - Assist in the traffic flow of vehicles inside the campus especially when there is large events like anniversary, Graduation and others.
 - Assist the pedestrian in passing to the proper way
 - Responds Fire call/ Disaster call at any time.
- Duration: February 16, 2006 December 14, 2009
- Position: Security Guard I (Casual)
- Name of Office/Unit: Security Services Office
- Immediate Supervisor: Celso Gumaod
- Name of Agency/Organization and Location: Visayas State University
 - List of Accomplishments and Contributions (if any)
 - Summary of Actual Duties
 - Securing lives and properties of VSU
 - Conduct roving inspection within VSU Campus
 - o Apprehend all violators to government and VSU rules, regulations and policies
 - Assist in the traffic flow of vehicles inside the campus especially when there is large events like anniversary, Graduation and others.
 - Assist the pedestrian in passing to the proper way
 - Responds Fire call/ Disaster call at any time.

EDGAR P. POSAS

(Signature over Printed Name of Employee/Applicant)

Date: January 21, 2019