

I. PERSONAL INFORMATION

2. SURNAME	GARRIDO		
FIRST NAME	MICHAEL DOMINIC	N/A	
MIDDLE NAME	MADREDIJO		
3. DATE OF BIRTH (mm/dd/yyyy)	08/03/1992	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	MACROHON, SOUTHERN LEYTE	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	Apartment No. 92 Kilbourne House/Block/Lot No. Street Visayas State University Pangasugan Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province
7. HEIGHT (m)	1.68	ZIP CODE	6521
8. WEIGHT (kg)	74.5	18. PERMANENT ADDRESS	N/A ESTRELLA House/Block/Lot No. Street N/A ILIHAN Subdivision/Village Barangay MACROHON SOUTHERN LEYTE City/Municipality Province
9. BLOOD TYPE	O	ZIP CODE	6601
10. GSIS ID NO.	N/A	19. TELEPHONE NO.	N/A
11. PAG-IBIG ID NO.	N/A	20. MOBILE NO.	09518313497
12. PHILHEALTH NO.	N/A	21. E-MAIL ADDRESS (if any)	michael.garrido@vsu.edu.ph
13. SSS NO.	N/A		
14. TIN NO.	729-331-460		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	QUEIPO	23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	LOUISE ADELINE	ALEXIS DOMINIQUE Q. GARRIDO	10/01/2015
MIDDLE NAME	ALANDRA	DOMINIKA MICHAELLE AUDZEIN Q. GARRIDO	04/11/2020
OCCUPATION	STUDENT	Maxuel Restie Q. Garrido	01/22/2023
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	GARRIDO		
FIRST NAME	ROMMEL		
MIDDLE NAME	TRIPOLI		
25. MOTHER'S MAIDEN NAME	MARIETTA ZAPANTA MADREDIJO		
SURNAME	MADREDIJO		
FIRST NAME	MARIETTA		
MIDDLE NAME	ZAPANTA		

(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	ICHON ELEMENTARY SCHOOL	PRIMARY EDUCATION	01/06/1998	26/03/2004	N/A	2004	5TH HONORABLE MENTION
SECONDARY	ICHON NATIONAL HIGH SCHOOL	SECONDARY EDUCATION	07/06/2004	27/03/2008	N/A	2008	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ANIMAL SCIENCE	09/06/2008	30/05/2012		2012	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF SCIENCE IN ANIMAL SCIENCE	10/11/2014	15/06/2018	N/A	2018	CHED K12 SCHOLAR

(Continue on separate sheet if necessary)

SIGNATURE

DATE

05 / 03 / 2024



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:  
End of Contract

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.
MANUEL D. GACUTAN, JR. Ph.D.	Visca, Baybay City Leyte	9702926437
JULIUS V. ABELA, Ph.D	Visca, Baybay City, Leyte	9208553990
LOLITO C. BESTIL, Ph.D	Brgy. Guadalupe, Baybay City, Leyte	9177052058

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.

**Michael Dominic M. Garrido**

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)  
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: Voter's Id

ID/License/Passport No.: 6408-0037A-C0892MMG10000

Date/Place of Issuance: MACROHON, SO. LEYTE

Signature (Sign inside the box)  
05-03-2024

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 14 MAY 2024, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN E. GUINOCOR  
vsu Chief Legal Officer  
Person Administering Oath



## 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: August 9, 2018 - Present
- Position: Instructor I
- Name of Office/Unit: Department of Animal Science – College of Agriculture and Food Science
- Immediate Supervisor: Manuel D. Gacutan, Jr.
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
  - Facilitated the reconstruction of the beef cattle working chute
  - Contributed to the revision of the BSA Animal Science Curriculum
  - Helped in the implementation of the new OJT guidelines set by the OVPSAS
  - Contributed to the department's passing of AACUP and CHED accreditation
- Summary of Actual Duties
  - Coordinated and taught courses under the BSA Animal Science Curriculum
  - Performed extension duties by serving as resource person and project head to extension services
  - Involved in research activities as adviser/member in undergraduate theses and serving as head in university approved research project
  - Serving other function as animal project head and by serving as member to several university work committees
  - Performed other department and university prescribed tasks

  
**MICHAEL DOMINIC M. GARRIDO**

(Signature over Printed Name  
of Employee/Applicant)

Date: 05/03/24

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MICHAEL DOMINIC M. GARRIDO  
(Signature over Printed Name  
of Employee/Applicant)

Date: 2019/08/16