

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 concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes ( ) ☐ 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	SAJULGA		
FIRST NAME	ERIC	N/A	
MIDDLE NAME	ESTOMATA		
3. DATE OF BIRTH (mm/dd/yyyy)	DECEMBER 12, 1993	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	CABADBARAN CITY AGUSAN DEL NORTE	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	<div>House/Block/Lot No. Street PANGASUGAN Subdivision/Village Barangay BAYBAY CITY LEYTE City/Municipality Province</div> <div>ZIP CODE 6521-A</div>
7. HEIGHT (m)	5'2"		
8. WEIGHT (kg)	68		
9. BLOOD TYPE	O +	18. PERMANENT ADDRESS	<div>House/Block/Lot No. Street CALIBUNAN Subdivision/Village Barangay CABADBARAN CITY AGUSAN DEL NORTE City/Municipality Province</div> <div>ZIP CODE 8605</div>
10. GSIS ID NO.	N/A		
11. PAG-IBIG ID NO.	121241964286		
12. PHILHEALTH NO.	18-201272919-8		
13. SSS NO.	08-2950522-3	19. TELEPHONE NO.	N/A
14. TIN NO.	382-717-379-000	20. MOBILE NO.	09508244136
15. AGENCY EMPLOYEE NO.	N/A	21. E-MAIL ADDRESS (if any)	<a href="mailto:eric.sajulga@vsu.edu.ph">eric.sajulga@vsu.edu.ph</a>

II. FAMILY BACKGROUND


22. SPOUSE'S SURNAME	TIMOSA		NAME OF CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MIRA LUNA	N/A	MAX BENE T. SAJULGA	09/10/2024
MIDDLE NAME	TORRES		N/A	N/A
OCCUPATION	INSTRUCTOR			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY-PHYSICS DEPARTMENT			
BUSINESS ADDRESS	BAYBAY CITY, LEYTE			
TELEPHONE NO.	9508230823			
24. FATHER'S SURNAME	SAJULGA			
FIRST NAME	EDWIN	N/A		
MIDDLE NAME	BALITE			
25. MOTHER'S MAIDEN NAME				
SURNAME	ESTOMATA			
FIRST NAME	ROSALIE			
MIDDLE NAME	ESTOQUE		(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	CABADBARAN SOUTH CENTRAL ELEMENTARY SCHOOL	N/A	06/01/2001	04/03/2007	N/A	2007	N/A
SECONDARY	CABADBARAN CITY NATIONAL HIGH SCHOOL	N/A	06/01/2007	04/01/2011	N/A	2011	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	CARAGA STATE UNIVERSITY-CABADBARAN CAMPUS	BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING	06/01/2011	08/01/2017	N/A	2018	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE



DATE

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#### IV. CIVIL SERVICE ELIGIBILITY


27.	CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE	RATING (If Applicable)	DATE OF EXAMINATION / CONFERMENT	PLACE OF EXAMINATION / CONFERMENT	LICENSE (if applicable)	
					NUMBER	Date of Validity
	<b>REGISTERED ELECTRICAL ENGINEER</b>	<b>N/A</b>	<b>APRIL 17-18,2018</b>	<b>UNIVERSITY OF CEBU-MANGBALING</b>	<b>0068591</b>	<b>12/12/2025</b>
	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

(Continue on separate sheet if necessary)

## V. WORK EXPERIENCE

[illegible]

(Continue on separate sheet if necessary)

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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A	N/A	N/A	N/A	N/A

(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)


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD ( Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	CONTRACTORS PERFORMANCE EVALUATION SYSTEM (CPES)	11/23/2022	11/25/2022	24 HRS	TECHNICAL	VISAYAS STATE UNIVERSITY-MAIN
	CONSTRUCTION OCCUPATIONAL SAFETY AND HEALTH (COSH)	3/15/2019	3/19/2023	40 HRS	TECHNICAL	J3 TRAINERS AND CONSULTANT INC.
	ELECTRICAL SAFETY FOR INDUSTRIAL FACILITY	03/01/2021	03/01/2021	3 HRS	TECHNICAL	MEPF ORGANIZATION
	HOW TO BECOME AN EFFECTIVE LEADER	4/18/2021	4/18/2021	3 HRS	SUPERVISORY	IIEE NATIONAL
	EFFECTIVE GROUNDING ON 400V SYSTEM	06/12/2021	06/12/2021	6 HRS	TECHNICAL	IIEE NATIONAL
	SWITCHGEAR TESTING EQUIPMENT SIMULATION	3/13/2021	3/13/2021	3 HRS	TECHNICAL	IIEE NATIONAL
	MEDIUM VOTAGE CABLE SPLICING AND TERMINATION	3/13/2021	3/13/2021	4 HRS	TECHNICAL	IIEE ORGANIZATION BOHOL CHAPTER
	BASIC GRID TIE SOLAR DESIGN FOR INDUSTRIAL AND COMMERCIAL	03/08/2021	03/08/2021	3 HRS	TECHNICAL	MEPF ORGANIZATION
	EASTERN AND CENTRAL VISAYAS REGIONAL CONFERENCE	7/20/2023	7/20/2023	24 HRS	TECHNICAL	IIEE LEYTE-SAMAR CHAPTER
	N/A	N/A	N/A	N/A	N/A	N/A

(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)
	ELECTRICAL INSTALLATION AND MAINTENANCE		HEAD TRAINER-SPORTS,MUSIC,ART & RECREATIONAL TRAINING (SMART)		IIEE BUTUAN-AGUSAN CHAPTER
	AUTOCAD		N/A		CONTRACTOR PERFORMANCE EVALUATION SYSTEM (CPES EVALUATOR)
	SKETCH-UP				VSU ENERGY EFFICIENCY AND CONSERVATION COMMITTEE
	MS-WORD,EXCEL & POWER POINT				N/A
	SPORTS (FOOTBALL.etc)				
	N/A				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	JANUARY 10,2025
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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)?

☐ 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:

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.
ENGR. MARLON G. BURLAS	VISAYAS STATE UNIVERSITY	9176341520
ENGR. MARIO LILIO P. VALENZONA	VISAYAS STATE UNIVERSITY	9176341514
ENGR. PLHOEM GALUPO	VISAYAS STATE UNIVERSITY	9264463556

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.



PHOTO

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

Government Issued ID: PRC I.D

ID/License/Passport No.: 0068591

Date/Place of Issuance: 5/23/2018

Signature (Sign inside the box)

JANUARY 10, 2025

Date Accomplished



Right Thumbmark

SUBSCRIBED AND SWORN to before me this 21 JAN 2025, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. KARIN ABEGAIL S. MONTERON  
VSU Director, Legal Affairs and Services

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 1, 2020 – Present
- Position: Engineer/Field Engineer
- Name of Office/Unit: Physical Plant and Electrical Services (PPES)
- Immediate Supervisor: Marlon G. Burlas
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte
  
- List of Accomplishments and Contributions (if any)
  - Electrical and Fire Alarm System Design in building
  - Electrical Preventive Maintenance of the building
  
- Summary of Actual Duties
  - Inspects the existing electrical installations of existing building, streets, parks, playing parks and prepares proposed plans, electrical design project cost estimates for the rewiring of these buildings of the university.
  - Supervise on-going construction projects and other structures involving electrical installation to ensure compliance with the building code and fire code of the Philippines.
  - Prepares electrical plans, designs and cost estimates for the proposed new building for submission to DBM and other regulatory for funding.
  - Performs addition duties and function as may be assigned by either superior, Vice President for Administration and the President

- Duration: March 15, 2018 – September 19, 2019
- Position: Cadet Engineer
- Name of Office/Unit: LMA Trading and Services
- Immediate Supervisor: Levi Alburo
- Name of Agency/Organization and Location: Brgy Calibunan, Cabadbaran City Agusan Del Norte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties

- Responsible for managing and overseeing engineering construction projects, develop project plans, timelines, and budgets, coordinate with various teams to ensure project objectives are met, ensuring engineering principles and standards are followed, monitor project budgets, track expenses, and implement cost-saving measures as needed, ensure that projects comply with relevant regulations, safety standards, and environmental guidelines.

ERIC E. CAJULGA

(Signature over Printed Name  
of Employee/Applicant)

Date: 01/04/2025