

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	QUEBEC			
FIRST NAME	JETT		NAME EXTENSION (JR., SR.)	NONE
MIDDLE NAME	COLMINAR			
3. DATE OF BIRTH (mm/dd/yyyy)	10/2/1978	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Please indicate country:	
4. PLACE OF BIRTH	TACLOBAN	If holder of dual citizenship, please indicate the details.	Philippines	
5. SEX	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	17. RESIDENTIAL ADDRESS	PHASE 5 BLOCK 3 LOT 1 CORNER IPIPIPI AND MOLAVE STREET House/Block/Lot No. Street V AND G SUBDIVISION 109 Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province	
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:	ZIP CODE	6500	
7. HEIGHT (m)	1.78 M	18. PERMANENT ADDRESS	PHASE 5 BLOCK 3 LOT 1 CORNER IPIPIPI AND MOLAVE STREET House/Block/Lot No. Street V AND G SUBDIVISION 109 Subdivision/Village Barangay TACLOBAN CITY LEYTE City/Municipality Province	
8. WEIGHT (kg)	100 KG	19. TELEPHONE NO.	N/A	
9. BLOOD TYPE	O	20. MOBILE NO.	09185459928	
10. GSIS ID NO.	2004559004	21. E-MAIL ADDRESS (if any)	jeffquebec1425@gmail.com	
11. PAG-IBIG ID NO.	1700-0065-9436			
12. PHILHEALTH NO.	13-050046357-1			
13. SSS NO.	NA			
14. TIN NO.	921-549-810			
15. AGENCY EMPLOYEE NO.	V00850			

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	RENOMERON		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	GLADYS	NAME EXTENSION (JR., SR.)	N/A	
MIDDLE NAME	ATERRADO			
OCCUPATION	FINANCE OFFICER			
EMPLOYER/BUSINESS NAME	PLAN INTERNATIONAL			
BUSINESS ADDRESS	TACLOBAN CITY			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	QUEBEC			
FIRST NAME	JESUS	SR.		
MIDDLE NAME	DELIMA			
25. MOTHER'S MAIDEN NAME	COLMINAR			
SURNAME	QUEBEC			
FIRST NAME	ELNORA			
MIDDLE NAME	DUQUILLA			

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/UNIVERSITY/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	LEYTE STATE COLLEGE (NOW LNU)	ELEMENTARY	6/1/1986	3/1/1991	graduated	1991	NONE
SECONDARY	LEYTE NATIONAL HIGH SCHOOL	SECONDARY	6/1/1991	3/1/1995	graduated	1995	NONE
COLLEGE	UP TACLOBAN COLLEGE	BACHELOR OF ARTS IN COMMUNICATION ARTS	6/1/1995	4/1/1999	graduated	1999	NONE
	LEYTE COLLEGES	BACHELOR OF LAWS	6/1/1999	3/1/2010	graduated	2010	NONE
GRADUATE STUDIES	ASIAN DEVELOPMENT FOUNDATION COLLEGE	BACHELOR OF ARTS IN COMMUNICATION ARTS	6/1/2013	4/1/2016	graduated	2016	NONE
	UNIVERSITY OF SAN JOSE-RECOLETOS	DOCTOR OF PHILOSOPHY - ENGLISH LANGUAGE	6/1/2016	4/1/2019	graduated	2019	NONE

(Continue on separate sheet if necessary)

SIGNATURE

DATE

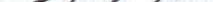
11-18-2019

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[illegible]

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

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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		
	KNIGHTS OF COLUMBUS	5/1/2003	PRESENT		MEMBER

(Continue on separate sheet if necessary)

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

[illegible]

31. SPECIAL SKILLS AND HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
DRIVING	NA	ASSOCIATION OF SHOTOKAN KARATED

(Continue on separate sheet if necessary)				
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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

☐ 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:
RESIGNED FROM LAST EMPLOYMENT

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

☐ YES☒ NO

If YES, give details:

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.
ELWIN JAY YU	VSU MAIN	
GUIRALDO FERNANDEZ	VSU MAIN	
AL FRANJON VILLAROYA	VSU MAIN	

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.

JETT C. QUEBEC
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: DRIVER'S LICENSE

ID/License/Passport No.: H02-06-003555

Date/Place of Issuance: TACLOBAN CITY

Signature (Sign inside the box)

11/19/2019
Date Accomplished

SUBSCRIBED AND SWORN to before me this 20 NOV 2019, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
Person Administering Oath

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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: June 1999 – July 2013
- Position: Instructor
- Name of Office/Unit: Leyte Colleges
- Immediate Supervisor: Dr. Nelly T. Villas
- Name of Agency/Organization and Location: Paterno Street, Tacloban City

- List of Accomplishments and Contributions (if any)
 - Taught Language and Literature subjects
 - Designed and revised a number of course syllabi and instructional materials
- Summary of Actual Duties
 - Responsible for teaching Language and Literature subjects, submitting grades and accomplishing other necessary requirements.

- Duration: July 2013 – present
- Position: Instructor 1
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor(s): Dr. Fernandez, and Dr. Gravoso
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 - Taught Language and Literature Subjects
 - Designed and revised a number of course syllabi and instructional materials
 - Participated in DLABS and also in the University's activities
 - Attended trainings, seminars and conferences to enhance teaching method and learn new strategies.
- Summary of Actual Duties
 - Responsible for teaching Language and Literature Subjects
 - Perform task assigned by the head, dean and other university authorities
 - Submit grades and accomplishing other necessary requirements asked by the department, the university and other governing bodies.



JETT C. QUEBEC

(Signature over Printed Name
of Employee/Applicant)

Date: 11/18/2019