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. 1. CS ID No. (Do not fill up. For CSC use only) Print legibly. Tick appropriate boxes () a use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. 2. SURNAME BASLAN NAME EXTENSION (JR., SR) FIRST NAME JUMARI MIDDLE NAME ASILOM 3. DATE OF BIRTH 11/9/1998 16. CITIZENSHIP (mm/dd/yyyy) √ Filipino Dual Citizenship by birth by naturalization 4. PLACE OF BIRTH BAYBAY, LEYTE If holder of dual citizenship. Pls. indicate country: please indicate the details. ✓ Male ☐ Female 5. SEX ✓ Single Married 17. RESIDENTIAL ADDRESS 6 CIVIL STATUS House/Block/Lot No Widowed Separated Street Sto. Rosario Other/s: Subdivision/Village Barangay BAYBAY CITY LEYTE 7. HEIGHT (m) 165 City/Municipality Province 70 8. WEIGHT (kg) ZIP CODE 6521 18. PERMANENT ADDRESS 9. BLOOD TYPE 0+ House/Block/Lot No Sto Rosario 10. GSIS ID NO. NA Subdivision/Village Barangay BAYBAY CITY LEYTE 11. PAG-IBIG ID NO. 121269539965 Province City/Municipality 13-250360367-9 12 PHILHEALTH NO 6521 ZIP CODE 13. SSS NO. NA 19. TELEPHONE NO NA 14. 11N NO 613-727-034 09486076828 20. MOBILE NO. 15. AGENCY EMPLOYEE NO. NA 21. E-MAIL ADDRESS (if any) jumariasilom@gmail.com FAMILY BACKGROUND 22. SPOUSE'S SURNAME NA 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) NAME EXTENSION (JR., SR) FIRST NAME MIDDLE NAME OCCUPATION EMPLOYER/BUSINESS NAME BUSINESS ADDRESS TELEPHONE NO. BASLAN FATHER'S SURNAME NAME EXTENSION (JR., SR) NARCISO FIRST NAME MAZO MIDDLE NAME MOTHER'S MAIDEN NAME **ASILOM** SURNAME FIRST NAME MARIA FE BORINAGA (Continue on separate sheet if necessary) MIDDLE NAME SCHOLARSHIP/ HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC LEVEL UNITS EARNED GRADUATED HONORS (Write in full) (Write in full) (if not graduated) RECEIVED From To **BAYBAY SOUTH CENTRAL ELEMENTARY PRIMARY** 2004 2011 2011 NA SCHOOL **BAYBAY NATIONAL HIGH** SECONDARY 2015 2015 NA SECONDARY 2011 SCHOOL TRADE COURSE BACHELOR OF SCIENCE IN **VISAYAS STATE UNIVERSITY** COLLEGE 2015 2019 2019 NA **AGRICULTURE** NA GRADUATE STUDIES nue on separate sheet if necessary) (stro a SIGNATURE DATE May 13, 2025

CS FORM 212 (Revised 2017), Page 1 of 4

. CAR			RATING	DATE OF			J.	LICENSE (if a	applicable)
27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE		CES/ CSEE	(If Applicable)	EXAMINATION / PLACE OF EXAMINA CONFERMENT		ATION / CONFER	MENT	NUMBER	Date of Validity
LICENSURE EXAMINATION FOR AGRICULTURISTS			76.5	Nov. 12-14, 2024	TACLO	0047067	11/9/2028		
	DRIVER'S LIC	ENSE	The second second	5 - 2 p 1 - 2 5 - 2 5	BAYBAY CITY			H-12-19-	11/9/2033
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	EXPERIENCE	Start from your recent t		ntinue on separate sheet if		ed Work Exp	erience sheet.		
28. INCL	LUSIVE DATES mm/dd/yyyy)	POSITION TIT (Write in full/Do not ab	LE	DEPARTMENT / AGEI	NCY / OFFICE / COMPANY Do not abbreviate)	MONTHLY SALARY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP (Format *00-0*)/ INCREMENT	STATUS OF APPOINTMENT	GOV*T SERVICE (Y/ N)
7/3/2020	Present	CLERK	1 - en 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	CASH O	FFICE (VSU)	603.40	NA	JO	
2/10/2020	6/30/2020	CLERK		1	Office (VSU)	553.40/DAY	NA	JO	
			(Co	ontinue on separate sheet i	f necessary)		1		

NAME & ADDRESS OF ORGANIZATION	(Write in	INCLUSIV		NUMBER OF HOURS			
go NAME & ADDRESS OF ORGANIZATION (Write in full)			(mm/dd/yyyy) From To			POSITION / NATURE OF WORK	
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	Continue	a concente chect i					
LEARNING AND DEVELOPMENT (L&D	INTERVENTIONS/TRAINING PROGRAMS	n separate sheet i ATTENDEB	necessary)				
	lude only the relevant L&D/training taken for the last five		ion Chiel/Executi	ve/Managerial pos	tions)		
		INCLUSIVE DATES OF ATTENDANCE			Type of LD		
TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)		(mm/dd/yyyy)		NUMBER OF HOURS	(Managerial/ Supervisory/	CONDUCTED/ SPONSORED BY (Write in full)	
		From	То) echnical/etc)		
The Next Gen of Farming: Harnessing Science an	d Nature for Resilient Crops and Healthier World	02/21/2025	02/21/2025	4hours	TECHNICAL	CROP SCIENCE SOCIETY OF THE PH	
Save-A-Life Fi	rst Aid & CPR	3/12/2024	3/14/2024	24.0	TECHNICAL	UDRRMSSO-VSU	
Snake Bite and Marine Aquatic E	nvenomation Seminar Workshop	2/28/2024	2/28/2024	5.0	TECHNICAL	UDRRMSSO-VSU	
COACH, VSU SWIMMI	NG WOMEN VARSITY	8/16/2024	PRESENT		SUPERVISORY	VISAYAS STATE UNIVERSITY	
Unlocking Excellence: The 5S R	evolution for Clerks and Heads	11/29/2023	11/29/2023	8.0	TECHNICAL	VISAYAS STATE UNIVERSITY	
ISO 9001:2015 AWARENESS AI	ND RE-AWARENESS WEBINAR	8/29/2023	8/29/2023	16.0	FOUNDATION	VISAYAS STATE UNIVERSITY	
ASSISTANT COACH, VSU SI	NIMMING WOMEN VARSITY	8/16/2022.	7/20/2023		SUPERVISORY	VISAYAS STATE UNIVERSITY	
ISO 9001:2015 AWARENESS AI	ND RE-AWARENESS SEMINAR	8/30/2022	8/31/2022	16.0	FOUNDATION	VISAYAS STATE UNIVERSITY-QUALITY ASSURANCE CENTER	
HANDS-ONLY CARDIOPULMONARY RESUSCITATION			7/22/2022	16 hours	TECHNICAL	DEPARTMENT OF HEALTH-EASTERN VISA' CENTER FOR HEALTH DEVELOPMENT	
WEBINAR ON KNOW YOUR MONEY COUNTERFEIT DETECTION			2/26/2021	8 HOURS	FOUNDATION	BANKERS INSTITUTE OF THE PHIL., INC	
TRAINING ON	MARCOTTING	4/24/2018	4/24/2018	5.0	TECHNICAL	DEPARTMENT OF HORTICULTURE (VSU	
TRAINING ON BONSAI MAKING			4/21/2018	5.0	TECHNICAL	DEPARTMENT OF HORTICULTURE (VSU)	
PASUC 2017/SCUAA 2017			12/14/2017	48 hours	TECHNICAL	VISAYAS STATE UNIVERSITY	
TRAINING ON TO	MATO CRAFTING	7/40/2046		-			
TRAINING ON TO	MATO GRAFTING	7/10/2016	7/10/2016	5.0	TECHNICAL	DEPARTMENT OF HORTICULTURE (VSU	
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	/Continue o	on separate sheet	if necessary)				
. OTHER INFORMATION	•						
	NON-ACAD	EMIC DISTINCTIO	NS / RECOGNITIO	ON .		MEMBERSHIP IN ASSOCIATION/ORGANIZAT	
SPECIAL SKILLS and HOBBIES	32.	(Write in ful				33. (Write in full)	
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	(Continue	on separate shee	if necessary)				
	akulan	-	-			May 13,7075	

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34.	Are you related by consanguinity or affinity to the appointing chief of bureau or office or to the person who has immediate Bureau or Department where you will be apppointed,				
	a. within the third degree? b. within the fourth degree (for Local Government Unit - Care	☐ YES ☑ NO ☐ YES ☑ NO If YES, give details:			
35.	a. Have you ever been found guilty of any administrative offe	☐ YES ☑ NO If YES, give details:			
	b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed:			
36.	Have you ever been convicted of any crime or violation of an any court or tribunal?	Status of Case/s: YES NO If YES, give details:			
37.	Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, en (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 Barangay election)?	☐ YES ☑ NO If YES, give details:			
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local of	☐ YES ☑ NO If YES, give details:			
39.	Have you acquired the status of an immigrant or permanent	☐ YES ☑ NO If YES, give details (country):			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	가게 한 생활하는 것은 집에 가는 것이 되었다. 그 회에 가장을 하는데 되었다. 그는 사람들이 가장 하는데 가장 하는데 되었다.			
a.	7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), Are you a member of any indigenous group?	please answer the following items:	☐ YES ☑ NO If YES, please specify:		
b.	Are you a person with disability? Are you a solo parent?	☐ YES ☑ NO If YES, please specify ID No: ☐ YES ☑ NO			
		era gelonia e al como de la como	If YES, please specify ID No:		
41.	REFERENCES (Person not related by consanguinity or affinity to applicant				
	NAME QUEEN-EVER Y. ATUPAN	ADDRESS	TEL. NO.		
-		VSU CASH OFFICE	9955181566		
_	NICK FREDDY R. BELLO	VSU ACCOUNTING OFFICE	9353256803		
12	LOUELLA C. AMPAC	VSU FINANCE	9175423297		
42.	I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertine Philippines. I authorize the agency head/authorized represer agree that any misrepresentation made in this document administrative/criminal case/s against me.	ent laws, rules and regulations of the native to verify/validate the contents state	Republic of the ed herein.		
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance dri Government Issued ID: DRIVER'S LICENSE ID/License/Passport No.: H12-19-001875 Signature (Sign inside the I			box)		
Da	ate/Place of Issuance: 07-04-2019	Right Thumbmark			
	SUBSCRIBED AND SWORN to before me this	2 9 MAY 2025 , affiant exhilter of the second Adjusting Language Affairs	piting his/her validly issued government ID as indicated above.		

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: 7/03/2020 to 5/13/2025Position: Clerk (Job Order)
- Name of Office/Unit: Cashiering Office
- Immediate Supervisor: Queen-Ever Y. Atupan
- Immediate Supervisor: Queen-Ever Y.
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay City, Leyte

List of Accomplishments and Contributions (if any)

Summary of Actual Duties

Hospital-PF, IGP and VSU Hospital Phil Health

- Prepares and generates Reports of Check Issued and Cancelled for 101T plain, 101T Cebu, 164 Cebu, VSU
- Stamps as "PAID" all paid documents under All Funds mentioned above
- Prepares transmittal for VSU Cebu Office
- Provides information for BIR requirements (TIN application) and requirements for opening new Landbank payroll account

Submit daily the payment transactions to Land Bank including the ACIC, PACS, LDDAP, Checks and

- · Assists in validating clearances
- various bank requests
- · Assists in preparing PACS, DV and Checks as alternate to the in charge
- . Scans and emails documents (deposit slip, vouchers, withholding tax, etc.) to suppliiers
 - Performs other duties assigned by the Supervisor

Attachment to CS Form No. 212	
	JUMARI A. BASLAN (Signature over Printed Name of Employee/Applicant)

Date: <u>5/13/25</u>