

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	GARINGALAO		
FIRST NAME	KRIZIA	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	GAVIOLA		
3. DATE OF BIRTH (mm/dd/yyyy)	09/03/1990	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship
4. PLACE OF BIRTH	MAASIN, SOUTHERN LEYTE	If holder of dual citizenship, please indicate the details.	<input type="checkbox"/> by birth <input type="checkbox"/> by naturalization
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		Philippines
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	439 SAN VICENTE FERRER
7. HEIGHT (m)	1.57	ZIP CODE	House/Block/Lot No. Street
8. WEIGHT (kg)	55.6		Subdivision/Village Barangay
9. BLOOD TYPE	A+		MAASIN SOUTHERN LEYTE
10. GSIS ID NO.	2005824413		City/Municipality Province
11. PAG-IBIG ID NO.	1211-0313-9942	18. PERMANENT ADDRESS	439 SAN VICENTE FERRER
12. PHILHEALTH NO.	13-050124482-2	ZIP CODE	House/Block/Lot No. Street
13. SSS NO.	06-3134022-3		Subdivision/Village Barangay
14. TIN NO.	409-914-105		MAASIN SOUTHERN LEYTE
15. AGENCY EMPLOYEE NO.	013		City/Municipality Province
19. TELEPHONE NO.	(530) 570-2993		
20. MOBILE NO.	09751384657		
21. E-MAIL ADDRESS (if any)	kriziag03@gmail.com		

II. FAMILY BACKGROUND				
22. SPOUSE'S SURNAME	GARINGALAO		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	ARVIN JAY	NAME EXTENSION (JR., SR) N/A	MACARIUS G. GARINGALAO	10/16/2019
MIDDLE NAME	MARAVILES			
OCCUPATION	POLICE OFFICER			
EMPLOYER/BUSINESS NAME	PNP-SLPPO			
BUSINESS ADDRESS	BRGY. CANTURING, MAASIN CITY, SOUTHERN LEYTE			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GAVIOLA			
FIRST NAME	MANUEL	NAME EXTENSION (JR., SR) JR.		
MIDDLE NAME	ORIT			
25. MOTHER'S MAIDEN NAME				
SURNAME	COQUILLA			
FIRST NAME	CARMELITA			
MIDDLE NAME	ORCULLO		(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	SAINT JOSEPH COLLEGE	ELEMENTARY	1997	2003	N/A	2003	N/A
SECONDARY	SAINT JOSEPH COLLEGE	HIGH SCHOOL	2003	2007	N/A	2007	N/A
VOCATIONAL / TRADE COURSE	NONE	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	SAINT JOSEPH COLLEGE	BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION	2007	2011	N/A	2011	CUM LAUDE
GRADUATE STUDIES	CEBU NORMAL UNIVERSITY	MASTERS OF EDUCATION MAJOR IN ENGLISH LANGUAGE TEACHING	2013	2018	N/A	2018	N/A

(Continue on separate sheet if necessary)	
SIGNATURE	DATE
	January 2, 2023



[illegible]

(Continue on separate sheet if necessary)

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

28	INCLUSIVE DATES			SALARY/ JOB/PAY		
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[illegible]

(Continue on separate sheet if necessary)

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**JANUARY 2, 2023**



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

[illegible]

VIII. OTHER INFORMATION		
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
WRITING CHILDREN'S LITERATURE (STORIES AND POEMS)	GAWAD GURONG GENYO 2019	PHILIPPINE ASSOCIATION FOR TEACHERS AND EDUCATORS
READING BLOGS AND LISTENING TO INFORMATIVE PODCASTS	PEARLY WHITE AWARD	

SIGNATURE		DATE	JANUARY 2, 2023
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WORK EXPERIENCE SHEET

**Instructions:** 1. Include only the work experiences relevant to the position being applied for.

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 starting with the most recent/present employment

- Duration: August 5, 2020 – December 19, 2022
- Position: Instructor 1
- Name of Office/Unit: Southern Leyte State University- Maasin City Campus
- Immediate Supervisor: Maria Estela E. Roa
- Name of Agency/Organization and Location: Southern Leyte State University- Maasin City Campus, Maasin City, Southern Leyte

- Summary of Actual Duties  
Teaches assigned subjects and performs other teaching related functions. Performs group or individual research, and conducts extension activity. Performs designated function as campus Quality Assurance head.

- Duration: July 2011- July 2020
- Position: Grade School Teacher
- Name of Office/Unit: Saint Joseph College
- Immediate Supervisor: Estrellita B. Plarisan
- Name of Agency/Organization and Location: Saint Joseph College, Maasin City, Southern Leyte

- List of Accomplishments and Contributions (if any)  
Awarded as Gawad Gurong Genyo 2019; won Division and Regional Campus Journalism as coach, and qualifier for National Campus Journalism; won Regional inter-school Quiz Bee as teacher-coach.

- Summary of Actual Duties  
Teaches assigned subjects and performs other teaching related functions. Responsible for Campus Journalism and school journalists in Division, Regional, and National competitions. Assigned as a teacher-coach in Regional Diwa Pasiklaban contest. Designated as English and Mother Tongue subject-in-charge of the department.

- Duration: June 2019- July 2020
- Position: Part-time Graduate School Instructor
- Name of Office/Unit: Saint Joseph College
- Immediate Supervisor: Beverly B. Fernandez
- Name of Agency/Organization and Location: Saint Joseph College, Maasin City, Southern Leyte

- Summary of Actual Duties  
Teaches assigned subjects and performs other teaching related functions. Responsible in constructing comprehensive examination questions under Teaching English as Second Language subjects and the checking of such subjects.

  
**KRIZIA G. GARINGALAO**  
(Signature over Printed Name  
of Employee/Applicant)

Date: December 19, 2022