

PERSONAL DATA SHEET

WARNING: Any misinterpretation 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	ESCUADRA		
FIRST NAME	MARJORIE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	BUG-ATAN		
3. DATE OF BIRTH (mm/dd/yyyy)	09/18/1995	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	Baybay Public Hospital	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6. CIVIL STATUS	<input type="checkbox"/> Single <input checked="" type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	
7. HEIGHT (m)	1.52m	DEPARTMENT OF TOURISM	
8. WEIGHT (kg)	65 kg	ACEDILLA TECHNOLOGY INC.	Subdivision/Village MAHAPLAG City/Municipality LEYTE Province
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street BRGY. UGUIS Subdivision/Village Barangay MAHAPLAG LEYTE City/Municipality Province
10. GSIS ID NO.	N/A	ZIP CODE	6512
11. PAG-IBIG ID NO.	121168411508	19. TELEPHONE NO.	N/A
12. PHILHEALTH NO.	12-025513336-0	20. MOBILE NO.	0999-429-8720
13. SSS NO.	06-3806025-0	21. E-MAIL ADDRESS (if any)	marjoriebugatan7@gmail.com
14. TIN NO.	777-368-704-000		
15. AGENCY EMPLOYEE NO.	N/A		

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	ESCUADRA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JAMES	NAME EXTENSION (JR., SR)	N/A	N/A
MIDDLE NAME	BALBARINO			
OCCUPATION	OFFICE CLERK			
EMPLOYER/BUSINESS NAME	VISAYAS STATE UNIVERSITY			
BUSINESS ADDRESS	VISCA, BAYBAY CITY, LEYTE			
TELEPHONE NO.	+63 53 563 7067			
24. FATHER'S SURNAME	BUG-ATAN			
FIRST NAME	JOSE	NAME EXTENSION (JR., SR) N/A		
MIDDLE NAME	DUARTE			
25. MOTHER'S MAIDEN NAME	CASAL			
SURNAME	BUG-ATAN			
FIRST NAME	MARIZA			
MIDDLE NAME	BUQUIRAN			

(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	ST.BRIGIDS ELEMENTARY SCHOOL	PRIMARY EDUCATION	2002	2008	GRADUATED	2008	N/A
SECONDARY	MAHAPLAG NATIONAL HIGHSCHOOL	SECONDARY EDUCATION	2008	2012	GRADUATED	2012	N/A
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	VISAYAS STATE UNIVERSITY (MAIN)	BACHELOR OF SCIENCE IN HOTEL, RESTAURANT AND TOURISM MANAGEMENT	2012	2016	GRADUATED	2016	N/A
SUPPLIMENTARY 2ND COURSE	FRANCISCAN COLLEGE OF IMMACULATE CONCEPCION	BACHELOR OF SCIENCE IN SECONDARY EDUCATION	2019	2020	GRADUATED	2020	N/A
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY (MAIN)	MASTERS IN MANAGEMENT MAJOR IN BUSINESS MANAGEMENT	2022	Ongoing	9 UNITS	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE		DATE	February 18, 2023	CS FORM 212 (Revised 2017), Page 1 of 4
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IV. CIVIL SERVICE ELIGIBILITY

[illegible]

(Continue on separate sheet if necessary)

[illegible]


(Continue on separate sheet if necessary)




SIGNATURE	
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DATE _____

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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			
	Recovery Policies on Rebuilding Tourism and Hospitality Competitiveness: The Asean Way	05/03/2022	05/03/2022	8 HOURS	MANAGERIAL	Lyceum of the Philippines University-Batangas Graduate School
	CME Faculty and Staff Consultation on the Implementation of Limited Face-to-Face Classes on All Programs	03/12/2021	03/12/2021	3 Hours	SUPERVISORY	Visayas State University, Visca Baybay City, Leyte
	Competencies for Hospitality Management and Strategies for Tourism Management Students	23/10/2021	23/10/2021	8 HOURS	SUPERVISORY	Cordillera Career Development College
	MANAGING AND ORGANIZING SOCIAL ACTIVITIES AND EVENTS UNDER THE NEW NORMAL	8/23/2021	8/23/2021	2 HOURS	MANAGERIAL	DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY - MINDANAO
	THE FUTURE OF EDUCATION:HELPING TEACHERS STAY RELEVANT	7/28/2021	7/28/2021	2 HOURS	SUPERVISORY	AKADASIA
	EMBRACING THE INDUSTRY'S PERSPECTIVE AMIDST PANDEMIC WEBINAR	7/16/2021	7/16/2021	8 HOURS	MANAGERIAL	COLLEGE OF COMMUNITY AND RESOURCES DEVELOPMENT-NARRA
	ORGANIZING OPEN EDUCATIONAL RESOURCES USING SITES	7/13/2021	7/13/2021	2 HOURS	MANAGERIAL	DEPARTMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY - MINDANAO
	FOOD SAFETY AND HYGIENE SEMINAR	5/20/2021	5/20/2021	8 HOURS	SUPERVISORY	FOOD AND SAFETY HYGIENE, PHILIPPINES
	STRESS MANAGEMENT SEMINAR	09/07/2019	09/07/2019	8 HOURS	SUPERVISORY	FRANCISCAN COLLEGE OF IMMACULATE CONCEPCION
	2ND TVET ADMINISTRATOR AND ASSESSMENT CENTERS MANAGERS	7/30/2018	7/30/2018	8 HOURS	MANAGERIAL	LA RICA HOTEL TACLOBAN CITY, LEYTE
	THE DEVELOPMENT OF TECHNICAL AND EDUCATIONAL SKILLS DEVELOPMENT AUTHORITY TESDA	7/29/2018	7/29/2018	8 HOURS	MANAGERIAL	LA RICA HOTEL TACLOBAN CITY, LEYTE
	SPECIAL MEETINGS FOR TVI DISTRICT III,IV,V GRADUTAION FOR 2018 TWSP	6/21/2018	6/21/2018	8 HOURS	MANAGERIAL	WESTERN LEYTE COLLEGE
(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)	
	READING		N/A		N/A	
	WRITING					
	ARTS					
	MUSIC					
	SPORTS					
(Continue on separate sheet if necessary)						
SIGNATURE				DATE	February 18, 2023	
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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)?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If YES, give details: _____ RESIGNATION: Resigned due to family matters.												
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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, give details: _____												
39. Have you acquired the status of an immigrant or permanent resident of another country?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> 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?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If YES, please specify ID No: _____												
41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)													
<table><thead><tr><th>NAME</th><th>ADDRESS</th><th>TEL. NO.</th></tr></thead><tbody><tr><td>KLENEE GRACE A. ACEDILLA</td><td>42.A MABINI STREET, BAYBAY CITY LEYTE</td><td>9563593230</td></tr><tr><td>LAWRENCE BERING</td><td>P. RODRIGUEZ ST. LOOC, LAPU LAPU CITY, CEBU</td><td>99748019897</td></tr><tr><td>VENICE B. IBAÑEZ</td><td>BRGY. GABAS, BAYBAY CITY, LEYTE</td><td>9356585386</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	KLENEE GRACE A. ACEDILLA	42.A MABINI STREET, BAYBAY CITY LEYTE	9563593230	LAWRENCE BERING	P. RODRIGUEZ ST. LOOC, LAPU LAPU CITY, CEBU	99748019897	VENICE B. IBAÑEZ	BRGY. GABAS, BAYBAY CITY, LEYTE	9356585386
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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.													
<div>Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</div> <div>Government Issued ID: LAND TRANSPORTATION OFFICE</div> <div>ID/License/Passport No.: H12-12-002111</div> <div>Date/Place of Issuance: 9/6/2018</div>	<div></div> <div>Signature (Sign inside the box)</div> <div>February 18, 2023</div> <div>Date Accomplished</div>												
<div></div> <div></div> <div>Right Thumbmark</div>													
SUBSCRIBED AND SWORN to before me this <u>16 JUN 2023</u> affiant exhibiting his/her validly issued government ID as indicated above.													
<div>ATTY. RYSAN Z. GUINOCOR</div> <div>Person Administering Oath</div>													