

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	PADILLA			
FIRST NAME	CORAZON		NAME EXTENSION (JR., SR) NA	
MIDDLE NAME	ALVAREZ			
3. DATE OF BIRTH (mm/dd/yyyy)	07/26/1989	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	STA. MARIA, BULACAN	If holder of dual citizenship, please indicate the details.		
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"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province	
7. HEIGHT (m)	1.6 METERS	ZIP CODE		
8. WEIGHT (kg)	54			
9. BLOOD TYPE	B			
10. GSIS ID NO.	02004200506			
11. PAG-IBIG ID NO.	121093269748	18. PERMANENT ADDRESS	House/Block/Lot No. Street Subdivision/Village Barangay BAYBAY LEYTE City/Municipality Province	
12. PHILHEALTH NO.	13-000104962-4		ZIP CODE	6521
13. SSS NO.	06 3265253 8		19. TELEPHONE NO.	NA
14. TIN NO.	419 969 323	20. MOBILE NO.	09268463483	
15. AGENCY EMPLOYEE NO.	V000743	21. E-MAIL ADDRESS (if any)	corazonalvarez26@gmail.com	

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	PADILLA		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	JOSEPH	NAME EXTENSION (JR., SR) NA	NA	NA
MIDDLE NAME	ENGOJO			
OCCUPATION	TEACHER			
EMPLOYER/BUSINESS NAME	DEPARTMENT OF EDUCATION			
BUSINESS ADDRESS	NA			
TELEPHONE NO.	NA			
24. FATHER'S SURNAME	ALVAREZ (DECEASED)			
FIRST NAME	ARNULFO	NAME EXTENSION (JR., SR) SR		
MIDDLE NAME	TURNO			
25. MOTHER'S MAIDEN NAME				
SURNAME	LOVETE			
FIRST NAME	SOFRONIA			
MIDDLE NAME	MISA			

(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	BATO CENTRAL SCHOOL	NA	1995	2001	NA	2001	none
SECONDARY	BATO SCHOOL OF FISHERIES	NA	2001	2005	NA	2005	With Honors
VOCATIONAL / TRADE COURSE	NA	NA			NA	NA	NA
COLLEGE	VISAYAS STATE UNIVERSITY	BACHELOR OF ELEMENTARY EDUCATION	2005	2009	NA	2009	Cum Laude
GRADUATE STUDIES	VISAYAS STATE UNIVERSITY	MASTER OF EDUCATION Major in ENGLISH	2009	2017	NA	2017	none
	SILLIMAN UNIVERSITY	Doctor of Philosophy in English Major in Teaching English to Speakers of Other Languages	2017	present	48 units	NA	VSU Fellowship Grant

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 7, 2019
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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
	PD 907 – Honor Graduate	NA	NA	NA	NA	NA
	Licensure Examination for Teachers	83	10/4/2009; 12/17/2010	Tacloban City, Leyte	1048233	7/26/2020

V. WORK EXPERIENCE

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

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SIGNATURE		DATE	August 7, 2019	
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIL SOCIETY / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATIONS

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

(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)

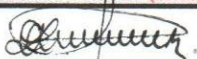
30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	1st DLSAU International Research Conference	01/25/2019	01/26/2019	16	Technical	De La Salle Araneta University
	2nd International Conference on Philippine and Asian Studies	05/03/2018	05/05/2018	24	Technical	De La Salle University and Visayas State University
	Gender Sensitivity Training for the Faculty and Staff of the Department of Liberal Arts and Behavioral Sciences	17/03/2017	18/03/2017	8	Personality and Professional Development	Visayas State University
	Poetry and Creative Writing Seminar	20/02/2017	21/02/2017	8	Technical	College of Arts and Sciences
	Faculty Training for the Teaching of New General Education (GE) Core Courses: Training of GE Trainors	10/10/2016	28/10/2016	144	Technical	Commission on Higher Education
	Regional Senior High School (SHS) Teachers' Training for SUCs and LUCs, Region 8	11/07/2016	14/07/2016	96	Technical	Commission on Higher Education
	Research and Extension Capability Building Workshop	04/02/2016	05/02/2016	16	Technical	Visayas State University
	LT 212 Seminar on Journalism and Teaching Writing	02/04/2016	02/04/2016	4	Technical	Visayas State University
	Seminar-Workshop on the Implementation of the Outcomes-Based Education (OBE)	04/05/2015	05/05/2015	16	Technical	Visayas State University
	Joint International Conference of the Pan-Asian Consortium of Language Teaching Societies	05/12/2013	07/12/2013	24	Technical	Philippine Association for Language Teaching, Inc.
	Seminar on the Senior High School Program	11/10/2013	11/10/2013	8	Technical	Visayas State University
	VSUCC Basic Cooperative Course Seminar	17/11/2013	17/11/2013	8	Technical	Visayas State University Credit Cooperative
	Seminar-Workshop on Writing Scientific Articles for Peer-Reviewed Journals	18/11/2012	18/11/2012	8	Technical	Visayas State University Graduate Student Council
	National Seminar-Workshop on the Teaching-Testing Connection	14/09/2012	16/09/2012	24	Technical	Center for the Professional Advancement of Educators
	National Seminar-Workshop on Language and Literature Teaching	13/04/2012	15/04/2012	24	Technical	Center for the Professional Advancement of Educators

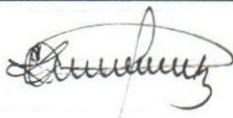
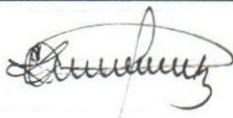
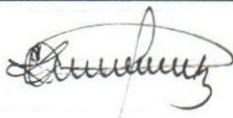









(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Hosting		NA		Visayas State University Faculty Association
	Dancing				VSU ACRO
	Organizing Events				Speech Communication Organization of the Philippines, Inc.
	Video Editing				
	Arts and Crafts				
	Cross-Stitching				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	August 7, 2019
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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 type="checkbox"/> YES <input checked="" type="checkbox"/> 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?		<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>Dr. Annie P. Gravoso</td><td>Visca, Baybay City, Leyte</td><td>NA</td></tr><tr><td>Dr. Lijueraj J. Cuadra</td><td>Visca, Baybay City, Leyte</td><td>NA</td></tr><tr><td>Dr. Ruth L. Martinez</td><td>Visca, Baybay City, Leyte</td><td>NA</td></tr></tbody></table>			NAME	ADDRESS	TEL. NO.	Dr. Annie P. Gravoso	Visca, Baybay City, Leyte	NA	Dr. Lijueraj J. Cuadra	Visca, Baybay City, Leyte	NA	Dr. Ruth L. Martinez	Visca, Baybay City, Leyte	NA
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Dr. Ruth L. Martinez	Visca, Baybay City, Leyte	NA												
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.														
<table><tr><td>Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance</td></tr><tr><td>Government Issued ID: School ID</td></tr><tr><td>ID/License/Passport No.: V000743</td></tr><tr><td>Date/Place of Issuance: 03/2012 VSU, Visca, Baybay, Leyte</td></tr></table>		Government Issued ID (i.e. Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance	Government Issued ID: School ID	ID/License/Passport No.: V000743	Date/Place of Issuance: 03/2012 VSU, Visca, Baybay, Leyte	<table><tr><td></td></tr><tr><td>Signature (Sign inside the box)</td></tr><tr><td>08/07/2019</td></tr><tr><td>Date Accomplished</td></tr></table>		Signature (Sign inside the box)	08/07/2019	Date Accomplished				
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SUBSCRIBED AND SWORN to before me this <u>29 AUG 2019</u> , affiant exhibiting his/her validly issued government ID as indicated above.														
<table><tr><td></td></tr><tr><td>ATTY. RYSAN C. GUINOCOR</td></tr><tr><td>Person Administering Oath</td></tr></table>				ATTY. RYSAN C. GUINOCOR	Person Administering Oath									
														
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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: February 1, 2012 – present
- Position: Instructor I
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Prof. Guiraldo C. Fernandez
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught Filipino, Social Science, and English major and minor courses.
 - Organized, facilitated and hosted a number of department/ college/university activities.
 - Actively participated in different department/ college/university activities.
 - Designed and revised a number of course syllabi and instructional materials.
- Summary of Actual Duties
 - Responsible in teaching English, Filipino and Social Science subjects ensuring a quality service as instructor, adviser, and mentor to the students; perform tasks assigned by the head, dean and other university authorities; submit reports and other papers asked by the department, college, the university, and/or other governing bodies.

- Duration: June 16, 2011 – January 31, 2012
- Position: Part-time Instructor
- Name of Office/Unit: Department of Liberal Arts and Behavioral Sciences
- Immediate Supervisor: Dr. Justiniano L. Seroy
- Name of Agency/Organization and Location: Visayas State University
- List of Accomplishments and Contributions (if any)
 - Taught English, Filipino and Social Science subjects.
 - Organized, facilitated and hosted a number of department/ college/university activities.
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CORAZON L. ALVAREZ