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. (Do not fill up. For CSC use only) 1. CS ID No. Print legibly. Tick appropriate boxes 🔲) and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. PERSONAL INFORMATION **PAGALAN** 2 SURNAME NAME EXTENSION (JR., SR) N/A FIRST NAME LILIBETH VICTORIA MIDDLE NAME VALENZONA 3. DATE OF BIRTH **April 25,1967** 16. CITIZENSHIP ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization Pls. indicate country: 4. PLACE OF BIRTH BAYBAY, LEYTE If holder of dual citizenship please indicate the details. ✓ Female 5. SEX Male 30 DE DECIEMBRE Married 17 RESIDENTIAL ADDRESS DE LA CRUZ APARTMENTS ✓ Single 6 CIVIL STATUS House/Block/Lot No. Street Widowed Separated Don Quirimon Alkuino, Z-11 Other/s: Subdivision/Village Barangay BAYBAY LEYTE 1.63 7. HEIGHT (m) City/Municipality Province 8. WEIGHT (kg) 54 ZIP CODE 6521 483-A, PHASE 3 MERCURY 18. PERMANENT ADDRESS 9. BLOOD TYPE B House/Block/Lot No. Street MANDUG DDF NONE 10. GSIS ID NO. Subdivision/Village Barangay DAVAO DAVAO DEL SUR 11. PAG-IBIG ID NO. 1212-0612-3326 City/Municipality Province 12. PHILHEALTH NO. 13-0000124843 ZIP CODE 8000 06-2027262-6 NONE 13. SSS NO. 19. TELEPHONE NO. 14. TIN NO. 116-626-148 09325179595 20. MOBILE NO. 15. AGENCY EMPLOYEE NO. NONE lilibethpagalan@yahoo.com 21. E-MAIL ADDRESS (if any) 23. NAME of CHILDREN (Write full name and list all) DATE OF BIRTH (mm/dd/yyyy) 22. SPOUSE'S SURNAME NAME EXTENSION (JR., SR) N/A N/A N/A FIRST NAME MIDDLE NAME N/A N/A OCCUPATION EMPLOYER/BUSINESS NAME N/A N/A **BUSINESS ADDRESS** TELEPHONE NO. N/A **PAGALAN** 24. FATHER'S SURNAME NAME EXTENSION (JR., SR FIRST NAME **FALCONERI** VILLOCINO MIDDLE NAME 25. MOTHER'S MAIDEN NAME VALENZONA SURNAME **TEMPORA** FIRST NAME **FERNANDEZ** MIDDLE NAME (Continue on separate sheet if necessary) 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 ELEMENTARY VISCA FOUNDATION ELEMENTARY SCHOOL PRIMARY EDUCATION 1973 1979 1979 VISCA PARTIAL **EXPERIMENTAL RURAL HIGH SCHOOL** HIGH SCHOOL SECONDARY 1979 1983 1983 SCHOLARSH VOCATIONAL / N/A N/A TRADE COURSE BACHELOR OF SCIENCE IN VISAYAS STATE COLLEGE OF AGRICULTURE COLLEGE 1983 1987 1987 PARTIAL **AGRICULTURE** SCHOLARSH **GRADUATE STUDIES** LEYTE STATE UNIVERSITY MASTER OF SCIENCE IN AGRICULTURE 2003 twpagnam SIGNATURE CS FORM 212 (Revised 2017), Page 1 of 4 DATE Avra 16, 2018

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34.	Are you related by consanguinity or affinity to the a chief of bureau or office or to the person who has in Bureau or Department where you will be appointed	nmediate supervision over you in the Office,				
	a. within the third degree?		☐ YES ☑ NO			
	b. within the fourth degree (for Local Government U	The second secon				
	b. Within the loant degree (for Local Government o	int - Career Employees)!	YES NO			
			If YES, give details:			
35	a. Have you ever been found guilty of any administr	rative offense?				
35.	a. Have you ever been found gainly of any daminion	duve onerise:	☐ YES ☑ NO			
			If YES, give details:			
	b. Have you been criminally charged before any co	urt?	☐ YES ☑ NO			
-	2. Have you been diffinitionly brianged before any es		If YES, give details:			
			Date Filed:			
			Status of Case/s:			
36.	Have you ever been convicted of any crime or viola	ition of any law, decree, ordinance or regulation by	YES NO			
	any court or tribunal?		If YES, give details:			
27	Have you ever been concreted from the consider in	any of the fellowing modes, resignation				
31.	Have you ever been separated from the service in a retirement, dropped from the rolls, dismissal, termin		YES NO			
	(abolition) in the public or private sector?	lation, end of term, limshed contract or phased out	If YES, give details: FINISHED CONTRACT			
			T INIONED CONTINACT			
38.		local election held within the last year (except	☐ YES ☑ NO			
	Barangay election)?		If YES, give details:			
	b. Have you resigned from the government service	during the three (3) month period before the last	□ VES □ NO			
	election to promote/actively campaign for a nationa		☐ YES ☑ NO			
			If YES, give details:			
39.	Have you acquired the status of an immigrant or pe	rmanent resident of another country?	☐ YES ☑ NO			
			If YES, give details (country):			
40.	Pursuant to: (a) Indigenous People's Act (RA 8371)	: (h) Magna Carta for Disabled Persons (RA				
-	7277); and (c) Solo Parents Welfare Act of 2000 (R					
a.		to (2), please allower are following to the				
	Are you a member of any indigenous group?		If YES, please specify:			
b.	Are you a namen with disability O		IT YES, please specify:			
1	Are you a person with disability?		YES V NO			
C.	Are you a solo parent?		If YES, please specify ID No:			
	Are you a solo parent?		YES V NO			
_			If YES, please specify ID No:			
41.	REFERENCES (Person not related by consanguinity or affinity	to applicant /appointee)				
	NAME	ADDRESS	TEL. NO.			
H			IEL. NO.			
	DR. MYRNA M. AVILA	Institute of Strategic Research & Dvelopment, Visayas State University, Baybay City				
		Department of Agronomy & Soil Science, Visayas	6.5			
	DR. BEATRIZ C. JADINA	State University, Baybay City	Service of the Service Co.			
	ENCD IAIME M MUNET	Philippine Coconut Authority, Northwestern Leyte	. ()			
	ENGR. JAIME M. NUNEZ	Province , Babay City				
42.	. Total of the first that I have personally accomp	lished this Personal Data Sheet which is a true, co	prrect and complete			
-	statement pursuant to the provisions of pertinent	t laws, rules and regulations of the Republic of	the Philippines I			
-	authorize the agency head / authorized represent	ative to verify/validate the contents stated herein	. I agree that any			
	misrepresentation made in this document and its	attachments shall cause the filing of administrat	tive/criminal case/s			
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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: Dec. 01, 2016 present
 Position: Administrative Aide
- Name of Office/Unit: Office of the VP for Planning Resource Generation & External Affairs
- Immediate Supervisor: Dilberto O. Ferraren
- Name of Agency/Organization and Location: Visayas State University, Baybay City, Leyte
 - Summary of Actual Duties
 - Responsible in receiving and releasing of documents.
 - Acts as office document controller
 - Responsible in preparing the office financial and personnel documents.
 - Responsible in updating the CHED HEMIS.
 - o Responsible in updating the NEDA PIPOL.
 - Responsible in collecting and monitoring of submission of OPCRs.
 - Responds to queries and performs other tasks that maybe assigned from time to time by the head of office.
- Duration: June 1, 1996 Dec. 31, 2000
- Position: Agriculturist
- · Name of Office/Unit: Philippine Coconut Authority
- Immediate Supervisor: Mr. Iles V. Cerna
- Name of Agency/Organization and Location: Philippine Coconut Authority Northwestern Leyte Province, Ormoc City
 - Summary of Actual Duties
 - Facilitated relevant trainings for coconut farmers. Monitored programs of the Philippine Coconut Authority in area of assignment. Prepared and submitted reports. Performed other related functions.

LILIBETH VICTORIA V. PAGALAN
(Signature over Printed Name)
of Employee/Applicant)

Date: Ang 16, 2018