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 READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM. 1. CS ID No. Print legibly. Tick appropriate boxes () a use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE. (Do not fill up. For CSC use only) 2. SURNAME YCONG NAME EXTENSION (JR., SR) FIRST NAME HELMAR MIDDLE NAME GONTIÑAS 3. DATE OF BIRTH 16. CITIZENSHIP 01/04/1991 ✓ Filipino Dual Citizenship (mm/dd/yyyy) by birth by naturalization 4. PLACE OF BIRTH ORMOC CITY, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details 5. SEX Male ☐ Female ✓ Single ■ Married 17 RESIDENTIAL ADDRESS 6 CIVIL STATUS ☐ Widowed House/Block/Lot No. Street ☐ Separated MAYBOG Other/s: Subdivision/Village Barangay BAYBAY LEYTE 7. HEIGHT (m) 1.55 m City/Municipality Province 8. WEIGHT (kg) 61 kgs. ZIP CODE 18. PERMANENT ADDRESS 9. BLOOD TYPE A+ House/Block/Lot No. Street MAYBOG 10. GSIS ID NO. 02 004245 644 Subdivision/Village Barangay BAYBAY LEYTE 11 PAG-IBIG ID NO 1201102297584 City/Municipality Province 12. PHILHEALTH NO. 1300-01096002 ZIP CODE 6521 13. SSS NO. On process N/A 19 TELEPHONE NO 14 TIN NO. 437-581-058 20. MOBILE NO. 09275424182, 09397218106 15. AGENCY EMPLOYEE NO. V000765 21. E-MAIL ADDRESS (if any) hgycong@gmail.com, hgycong@vsu.edu.ph 22. SPOUSE'S SURNAME NIA DATE OF BIRTH (mm/dd/yyyy) 23. NAME of CHILDREN (Write full name and list all) NAME EXTENSION (JR., SR) N/A FIRST NAME N/A N/A MIDDLE NAME N/A N/A OCCUPATION EMPLOYER/BUSINESS NAME N/A BUSINESS ADDRESS N/A TELEPHONE NO N/A 24. FATHER'S SURNAME YCONG MARCIANO FIRST NAME JR. CABULONG MIDDLE NAME MOTHER'S MAIDEN NAME **GONTIÑAS** SURNAME FIRST NAME HELEN MIDDLE NAME **BLORECIA** (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE PERIOD OF ATTENDANCE YEAR ACADEMIC LEVEL UNITS EARNED HONORS RECEIVED (Write in full) (Write in full) GRADUATED (if not graduated) From To 2ND JUNE APRIL CARIDAD ELEMENTARY SCHOOL ELEMENTARY PRIMARY EDUCATION N/A 2003 HONORABL 2002 2003 **E MENTION** JUNE APRIL SALUTATOR SECONDARY CARIDAD NATIONAL HIGH SCHOOL HIGH SCHOOL N/A 2007 2003 2007 IAN VOCATIONAL / N/A N/A N/A N/A N/A N/A N/A TRADE COURSE **BACHELOR OF SECONDARY** JUNE APRII COLLEGE VISAYAS STATE UNIVERSITY N/A N/A 2011 **EDUCATION (MATHEMATICS)** 2007 2011 MASTER OF EDUCATION **NOVEMB** MARCH GRADUATE STUDIES LEYTE NORMAL UNIVERSITY N/A 2016 N/A (MATHEMATICS) ER 2012 2016 SIGNATURE DATE 03/2022

27. CAREER SERVICE/ RA 1080 (BOARD/ BAR) UNDER SPECIAL LAWS/ CES/ CSEE BARANGAY ELIGIBILITY / DRIVER'S LICENSE			RATING DATE OF EXAMINATION		N / PLACE OF EXAMINATION / CONFERMENT				if applicable) Date of
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LICENSURE EXAMINATION FOR TEACHERS (LET)		79.40%	09/25/2011	TACLOBAN	CITY, LEYTE	made in the	1115316	06/04/2012	
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V WORK F	XPERIENCE		(Co	ntinue on separate sheet	if necessary)	A PERSONAL PROPERTY.			
		Start from your recent	work) Description	on of duties should b	e indicated in the attach	ned Work Exp	erience shee	t.	
	JSIVE DATES m/dd/yyyy)	POSITION TIT	TLE DEPARTMENT / AGENCY / OFFICE / COMPANY			MONTHLY	SALARY/ JOB/ PAY GRADE (if applicable)& STEP	STATUS OF	GOVT SERVICE
From	То	(Write in full/Do not a	bbreviate)	(Write in full	/Do not abbreviate)	SALARY	(Format *00-0*)/ INCREMENT	APPOINTMENT	(Y/N)
01/01/2017	PRESENT	Instructor	I	DEPARTMENT OF TEACHER EDUCATION, VISAYAS STATE UNIVERSITY		P21,387	12-1	Temporary	Υ
01/10/2016	31/12/2016	Instructor	1	DEPARTMENT OF TEACHER EDUCATION, VISAYAS STATE UNIVERSITY		P20,651	12-1	Temporary	Υ
01/01/2016	30/09/2016	Instructor	1	DEPARTMENT OF	TEACHER EDUCATION,	P20,651	12-1	Temporary	Y
01/11/2015	31/12/2015	Instructor	ı	VISAYAS STATE UNIVERSITY DEPARTMENT OF TEACHER EDUCATION,		P19,940	12-1	Temporary	Y
01/01/2014	31/10/2015	Instructor	1	VISAYAS STATE UNIVERSITY DEPARTMENT OF TEACHER EDUCATION,		P19,940	12-1	Temporary	Y
30/09/2012	31/12/2013	Instructor	ı	VISAYAS STATE UNIVERSITY DEPARTMENT OF TEACHER EDUCATION,		P19,940	12-1	Contractual	Y
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International Confessors of A	ACT-IHE English-Medium Education Training			16 hours	Technical	Leyte Normal University	
International Conference on Assessment in t	he New Normal (ICANN)	25/05/2022	27/05/2022	24 hours	Technical	Jose Rizal Memorial State University	
PAFTE Annual Student Teachers	s' Convention	26/03/2022	26/03/2022	8 hours	Technical	PAFTE Region VIII	
VSU Faculty Onboardi	ing	07/02/2022	08/02/2022	16 hours	Technical	Visayas State University	
Lecture on Ethics in Health Research			01/12/2021	8 hours	Technical	Eastern Visayas Health Research and Development Consortium	
Seminar-Workshop on Current Trends in Ou	utcome-Based Education	22/10/2021	24/10/2021	24 hours	Technical	PRODEV Project Training Center	
VSU Faculty Onboardi	ing Sala Gas III	16/08/2021	18/08/2021	24 hours	Technical	Visayas State University	
Implementing the Field Study	Courses	08/07/2021	08/07/2021	8 hours	Technical	Philippine Association for Teachers and Educators NCR	
2nd Integrated STEM Leadership	Summit in Asia	21/01/2021	22/01/2021	16 hours	ALS: UNIO		
.319	considery for all YES, give gote	a) Juo Deseni	00108111100	tenem, mede	Technical	Center for Integrated STEM Education, Inc.	
VSU E-Learning Environment Training		18/12/2020	18/12/2020	8 hours	Technical	Department of Computer Science and Technology, VSU	
Creating Mobile App for Science and Mathematics Ins	struction Using MIT App Inventor	04/12/2020	04/12/2020	8 hours	Technical	Department of Mathematics and Physics, VSU	
Seminar-Workshop Series on Promoting Substantive Pedag	gogy through Action Research (Module 3	17/11/2017	19/11/2017	24 hours	Technical	A & A Knowledge Base Research Consultancy and	
Seminar-Workshop Series on Promoting Substantive Pedag	gogy through Action Research (Module 2	27/10/2017	29/10/2017	24 hours	Technical	Training, Inc. A & A Knowledge Base Research Consultancy and	
Research Conference & 2017 Annual Convention			26/10/2017	24 hours	Technical	Training, Inc. Mathematical Society of the Philippines Region 10, 12 and ARMM	
Seminar-Workshop Series on Promoting Substantive Pedagogy through Action Research (Module 1			22/10/2017	24 hours	Technical	A & A Knowledge Base Research Consultancy and Training, Inc.	
Workshop in Preparation for Level I AAG	CCUP Accreditation	05/10/2017	06/10/2017	16 hours	Technical	Visayas State University	
Orientation Seminar and Retooling	of CE Faculty	04/09/2017	04/09/2017	8 hours	Technical	Visayas State University	
PAFTE Annual Regional Co	nvention	29/07/2017	29/07/2017	8 hours	Technical	Philippine Association for Teachers and Educators	
ISO 9001:2015 Enhancement Seminar-Worksh		03/02/2017	03/03/2017	16 hours	Technical	Visayas State University	
PAFTE Teaching Congr		02/18/2017	02/18/2017	8 hours	Technical	Philippine Association for Teachers and Educators	
Internal Quality Audit Training 2016 Students' Congress in Eastern Visayas			01/25/2017	24 hours 8 hours	Technical Technical	Anglo Japanese American Registrars Department of Education Region VIII	
Visayas-Wide Senior High School Catch-All Teacher Training for Local and State Universities and C			11/11/2016	32 hours	Technical	Commission on Higher Education Negros Island Region	
Procurement Planning Workshop			09/09/2016	8 hours	Technical	Visayas State University	
Procurement Act Orienta		09/09/2016 08/29/2015	09/09/2016	8 hours	Technical	Visayas State University	
Regional Assembly of the Philippine Association for Graduate Education (PAGE) Region VIII Seminar-Workshop on the Implementation of Outcomes-Based Education (OBE)			08/29/2015	8 hrs.	Technical	Philippine Association for Graduate Education	
VSU Web Development Wo		05/04/2015 01/19/2015	05/05/2015 01/21/2015	16 hrs. 24 hrs.	Technical Technical	Visayas State University Visayas State University	
Regional Training-Workshop on Construction		11/05/2014	11/11/2014	56 hrs.	Technical	Leyte Normal University	
Innovative Teaching Strategies, Employability Skills & Conte		10/29/2013	10/30/2013	16 hrs.	Technical	International Theatre Institute	
Seminar on the Senior High Sch		10/11/2013	10/11/2013	8 hrs.	Technical	Visayas State University	
Photography Seminar-Wor	rkshop 713H	03/02/2012	03/05/2012	32 hrs.	Technical	College of Education, Visayas State University	
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VIII. OTHER INFORMATION		1					
31. SPECIAL SKILLS and HOBBIES	32. NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)				33. MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)		
Computer skills (Encoding, Printing, Microsoft Applications), Photography, Watching television, Surfing	AN A					Philippine Association for Teachers and Educator	
the Internet, Social Networking Sites, Cooking						Visayas State University Faculty Association	
	And the second s	tinue on separate	sheet if paressen	vi		visayas State Oniversity Faculty Association	
SIGNATURE	-eg	nucessell		ATE	10/03/2022		
	1100	()				CS FORM 212 (Revised 2017), Page 3 of	

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,		. Y	, v			
	a. within the third degree?		YES NO				
	b. within the fourth degree (for Local Government Unit - Care	er Employees)?	YES VO				
			If YES, give details:				
35.	a. Have you ever been found guilty of any administrative offe	nse?	☐ YES ☑ NO				
	10 (20 to 10		If YES, give details:				
		an I cousing the second	gerran now, as a maney of the				
	b. Have you been criminally charged before any court?		YES VIO				
		a tamanas tabanca .	If YES, give details: Date Filed:				
			Status of Case/s:				
36	Have you ever been convicted of any crime or violation of an	y law, decree, ordinance or regulation by	☐ YES ☑ NO				
30.	any court or tribunal?	If YES, give details:					
27	Have you ever been separated from the service in any of the	a following modes: resignation, retirement					
31.	dropped from the rolls, dismissal, termination, end of term, fit the public or private sector?	☐ YES ☑ NO If YES, give details:	4 - 3				
38.	A. Have you ever been a candidate in a national or local election Barangay election)?	☐ YES ☑ NO If YES, give details:					
	and the second s						
	b. Have you resigned from the government service during the election to promote/actively campaign for a national or local	☐ YES ☑ NO If YES, give details:	35435				
39.	Have you acquired the status of an immigrant or permanent	resident of another country?	☐ YES ☑ NO				
			If YES, give details (country):				
40	Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Mag	and Carta for Disabled Persons (PA 7277):	THE STATE OF THE S				
40	and (c) Solo Parents Welfare Act of 2000 (RA 8972), please		Not well an est, the Analysis of the				
a.	Are you a member of any indigenous group?		☐ YES ☑ NO				
	The second second is the second secon	If YES, please specify:	38.00				
b.	Are you a person with disability?	☐ YES ☑ NO If YES, please specify ID No:					
C.	Are you a solo parent?	☐ YES ☑ NO If YES, please specify ID No:					
41	REFERENCES (Person not related by consanguinity or affinity to applican	it /appointee)	Helicon Berchagung (1930)				
	NAME	ADDRESS	TEL. NO.	200			
	BAYRON S. BARREDO	DEPARTMENT OF TEACHER EDUCATION	563-7527				
	JOEL Q. MABALHIN	DEPARTMENT OF TEACHER EDUCATION	563-7527	2			
	ROSARIO P. ABELA	DEPARTMENT OF TEACHER	563-7527				
42	I declare under oath that I have personally accomplished	ed this Personal Data Sheet which is a t	rue, correct and				
and the	complete statement pursuant to the provisions of pertir	nent laws, rules and regulations of the	Republic of the	Hayers			
	Philippines. I authorize the agency head/authorized repres			R G. YCONG			
	agree that any misrepresentation made in this door administrative/criminal case/s against me.	ument and its attachments shall caus	e the filing of	РНОТО			
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	Government Issued ID (i.e Passport, GSIS, SSS, PRC, Driver's License, etc.)			w Mittolikan			
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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: July 17, 2019 September 14, 2022
- Position: Instructor III
- Name of Office/Unit: Department of Teacher Education
- Immediate Supervisor: Dr. Joel Q. Mabalhin
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught undergraduate courses
 - Served as resource person
 - Computed Faculty workload units
 - Computed Faculty FTE for IPCR
 - Prepared and submitted College of Education Annual Report
 - o Presented in a research conference
 - Served as College Secretary
 - Served as adviser for student organizations (College of Education Supreme Student Council and Math Majors' Society)
 - Served as academic adviser for Bachelor of Secondary Education (BSEd)
 Mathematics Students
 - Published research paper in a journal
- Summary of Actual Duties
 - Responsible for the provision of educational services; prepares and conducts course syllabi, provides classroom instructions, assists in the programs and activities of the College of Education and Department of Teacher Education, and performs other functions.
- Duration: September 30, 2012 July 16, 2019
- · Position: Instructor I
- Name of Office/Unit: Department of Teacher Education
- Immediate Supervisor: Dr. Bayron S. Barredo
- Name of Agency/Organization and Location: Visayas State University, Visca, Baybay, Leyte
- List of Accomplishments and Contributions (if any)
 - Taught undergraduate courses
 - Served as resource person
 - Computed Faculty workload units
 - Computed Faculty FTE for IPCR
 - o Prepared and submitted College of Education Annual Report
 - Presented in a research conference
 - Served as College Secretary

- Served as adviser for student organizations (College of Education Supreme Student Council and Math Majors' Society)
- Served as academic adviser for Bachelor of Secondary Education (BSEd)
 Mathematics Students
- Summary of Actual Duties
 - Responsible for the provision of educational services; prepares and conducts course syllabi, provides classroom instructions, assists in the programs and activities of the College of Education and Department of Teacher Education, and performs other functions.

HELMAR G. YCONG
(Signature over Printed Name of Employee/Applicant)

Date: October 3, 2022