

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 () a 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	GEOMAN		
FIRST NAME	ELENO	NAME EXTENSION (JR., SR)	
MIDDLE NAME	VITUALLA		
3. DATE OF BIRTH (mm/dd/yyyy)	03/08/1984	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	BAYBAY CITY, LEYTE	If holder of dual citizenship, please indicate the details.	
5. SEX	<input checked="" type="checkbox"/> Male <input 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 Gakat Subdivision/Village Barangay BAYABAY LEYTE City/Municipality Province
7. HEIGHT (m)	5'6	ZIP CODE	6521
8. WEIGHT (kg)	60 kg		
9. BLOOD TYPE	"O"	18. PERMANENT ADDRESS	House/Block/Lot No. Street Gakat Subdivision/Village Barangay BAYABAY LEYTE City/Municipality Province
10. GSIS ID NO.	None	ZIP CODE	6521
11. PAG-IBIG ID NO.	121354173947		
12. PHILHEALTH NO.	23-0022480362		
13. SSS NO.	06-2733904-4	19. TELEPHONE NO.	None
14. TIN NO.	934-862-589	20. MOBILE NO.	09977621002
15. AGENCY EMPLOYEE NO.	None	21. E-MAIL ADDRESS (if any)	elenogeoman@gmail.com.

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	GEOMAN		23. NAME of CHILDREN (Write full name and list all)	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME	MARISA	NAME EXTENSION (JR., SR)	Elthea M. Geoman	02-25-2020
MIDDLE NAME	MONTECLAROS		Ellery M. Geoman	05/02/2023
OCCUPATION	House Wife			
EMPLOYER/BUSINESS NAME	N/A			
BUSINESS ADDRESS	N/A			
TELEPHONE NO.	N/A			
24. FATHER'S SURNAME	GEOMAN			
FIRST NAME	LUCIANO	NAME EXTENSION (JR., SR)		
MIDDLE NAME	MONTECILLO			
25. MOTHER'S MAIDEN NAME				
SURNAME	VITUALLA			
FIRST NAME	ELENA			
MIDDLE NAME	CAINTIC			

(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	Gacat, Elem. School	Graduated	1991	1995	Graduated	1995	none
SECONDARY	Baybay National High School	Graduated	1995	1990	Graduated	1990	none
VOCATIONAL / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
GRADUATE STUDIES	N/A	N/A	N/A	N/A	N/A	N/A	N/A

(Continue on separate sheet if necessary)

SIGNATURE	DATE	11-11-2024
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IV. CIVIL SERVICE ELIGIBILITY


[illegible]

(Continue on separate sheet if necessary)

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

[illegible]

(Continue on separate sheet if necessary)

SIGNATURE		DATE	11-11-2024
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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				

(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			
	Technical Education Skills Development Authority (TESDA)	9-29-2023	9-30-2023	16.0	Participant	TESDA
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					
	NONE					





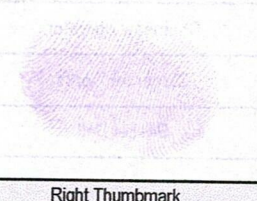

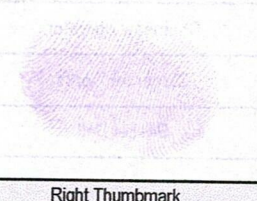

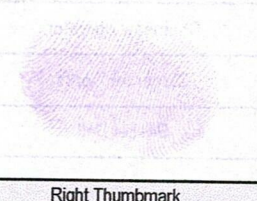



(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	Driving		N/A		N/A
	Chainsaw operator				
	Carpenter works				
	Basket Ball				

(Continue on separate sheet if necessary)

SIGNATURE		DATE	11-11-2024
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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>Engr. Marlon G. Burlas</td><td>VSU</td><td>09176341527</td></tr><tr><td>Engr. Mario Lilio Valenzona</td><td>VSU</td><td>09176341514</td></tr><tr><td>Claudio Ababat</td><td>San Agustin</td><td>09 753084755</td></tr></tbody></table>		NAME	ADDRESS	TEL. NO.	Engr. Marlon G. Burlas	VSU	09176341527	Engr. Mario Lilio Valenzona	VSU	09176341514	Claudio Ababat	San Agustin	09 753084755				
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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.																	
<table><tr><td colspan="2">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:</td><td>Driver License</td></tr><tr><td>ID/License/Passport No.:</td><td>H03-04-001189</td></tr><tr><td>Date/Place of Issuance:</td><td>03/08/2023</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:	Driver License	ID/License/Passport No.:	H03-04-001189	Date/Place of Issuance:	03/08/2023	<table><tr><td colspan="2"></td></tr><tr><td colspan="2">Signature (Sign inside the box)</td></tr><tr><td colspan="2">11-11-2024</td></tr><tr><td colspan="2">Date Accomplished</td></tr></table>			Signature (Sign inside the box)		11-11-2024		Date Accomplished	
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 ELENO GEOMAN PHOTO	 Right Thumbmark																
SUBSCRIBED AND SWORN to before me this <u>03 DEC 2024</u> , affiant exhibiting his/her validly issued government ID as indicated above.																	
<table><tr><td colspan="2"> ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath</td></tr></table>		 ATTY. RYSAN C. GUINOCOR VSU Chief Legal Officer Person Administering Oath															
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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: February 1, 2021 to Present
- Position: Chainsaw Operator/Driver
- Name of Office/Unit: Physical Plant Office
- Immediate Supervisor: Engr. Mario Lllio Valenzona
- Name of Agency/Organization and Location: VSU, Baybay City, Leyte

- List of Accomplishments and Contributions (if any)

- Summary of Actual Duties
- **Cutting and Slicing of Trees**
- **Driving and Hauling of trees**
- **Carpentry works**


ELENO V. GEOMAN

(Signature over Printed Name
of Employee/Applicant)

Date: Nov. 4, 2024