CS Form No. 212

Revised 2017

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. 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) 2. SURNAME NAYRE NAME EXTENSION (JR., SR) FIRST NAME SYRENE MIDDLE NAME PEREZ 3. DATE OF BIRTH JULY 1, 1991 16. CITIZENSHIP (mm/dd/yyyy) ✓ Filipino Dual Citizenship by birth by naturalization 4. PLACE OF BIRTH MERIDA, LEYTE If holder of dual citizenship, Pls. indicate country: please indicate the details. ☐ Male ✓ Female 5. SEX Single ✓ Married 17. RESIDENTIAL ADDRESS HOUSE 2 6 CIVIL STATUS ☐ Widowed House/Block/Lot No. Street Separated **EPEFANIA CITY HOMES** COGON Other/s: Subdivision/Village Barangay BAYBAY LEYTE 1.5 M 7. HEIGHT (m) City/Municipality Province 55 KG 8. WEIGHT (kg) ZIP CODE 6521 18. PERMANENT ADDRESS HOUSE 2 9. BLOOD TYPE 0+ House/Block/Lot No. Street EPEFANIA CITY HOMES 10. GSIS ID NO. COGON 2005348173 Subdivision/Village Barangay BAYBAY LEYTE 11. PAG-IBIG ID NO. 121070131649 City/Municipality Province 12. PHILHEALTH NO. 120252547652 ZIP CODE 6521 0631605531 13. SSS NO. 19. TELEPHONE NO. 053 563-7441 14. TIN NO 409007096 +639554932026 20. MOBILE NO. 15. AGENCY EMPLOYEE NO 21. E-MAIL ADDRESS (if any) syrene.nayre@vsu.edu.ph FAMILY BACKGROUND 22. SPOUSE'S SURNAME NAYRE DATE OF BIRTH (mm/dd/yyyy) 23. NAME of CHILDREN (Write full name and list all) NAME EXTENSION (JR., SR) AYSON FEB FIRST NAME ZENITH FIONE P. NAYRE JUNE 4, 2013 PREJULA MIDDLE NAME ZYRON FEB P. NAYRE SEPT.13, 2018 SEAFARER OCCUPATION EMPLOYER/BUSINESS NAME CF SHARP RCPO **BUSINESS ADDRESS** INTRAMUROS, MANILA TELEPHONE NO. 02 527 6031 PEREZ FATHER'S SURNAME NAME EXTENSION (JR., SR) FIRST NAME **EDUARDO** MIDDLE NAME **BAGUION** MOTHER'S MAIDEN NAME VILLAR SURNAME FIRST NAME ANGIE PETEROS MIDDLE NAME (Continue on separate sheet if necessary) SCHOLARSHIP HIGHEST LEVEL PERIOD OF ATTENDANCE NAME OF SCHOOL BASIC EDUCATION/DEGREE/COURSE YEAR ACADEMIC UNITS EARNED LEVEL (Write in full) (Write in full) GRADUATED HONORS (if not graduated) RECEIVED To WITH ELEMENTARY LIBAS ELEMENTARY SCHOOL 1997 2003 2003 HONORS WITH SECONDARY MERIDA VOCATIONAL SCHOOL 2003 2007 2007 HONORS VOCATIONAL / TRADE COURSE BACHELOR OF SCIENCE IN HOTEL. COLLEGE VISAYAS STATE UNIVERSITY 2007 2011 2011 RESTAURANT AND TOURISM MANAGEMENT MASTERS IN BUSINESS ADMINISTRATION GRADUATE STUDIES SOUTHWESTERN UNIVERSITY MAJOR IN TPOURISMAND RECREATION 2015 2017 2017 MANAGEMENT 4-29-24 SIGNATURE DATE

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EVENT ORGANIZING					de la competition	anselfeespoor near a maximum
DANCING	NONE				NONE	
31. SPECIAL SKILLS and HOBBIES	32. NON		TINCTIONS / REC	JOGNITION		33. (Write in full)
II. OTHER INFORMATION		ACADEMIC DIS	TINCTIONS (DE	COGNITION		MEMBERSHIP IN ASSOCIATION/ORGANIZAT
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Seminar on Human Resource Managemen		3-13-16	3-13-16	4.0	Managerial	Southwestern University
Accounting Systems and Practices in th	2.000	8-20-16	8-20-16	4.0 11 05/12	Managerial	Southwestern University
Accounting System and Process for a Ma	The state of the s	9-17-16	9-17-16	4.0	Managerial	Southwestern University
Tourism Enterprise Innovation and Sel	SECTION 1	9-14-17	9-15-17	16.0	Managerial	Southwestern University
Camp Management Training, Baybay Tourism,	HOLDERSYSE !	11-27-17	12-3-17	40.0	Managerial	Baybay Tourism Office
Lecture on Hotel Operation and Demo	and the second second	3-11-18	3-11-18	4.0	Technical	World of Adventure Travel and Tours
Lecture on Customer Service (Handling Gues World of Adventures Trav		3-11-18	3-11-18	4.0	Technical	World of Adventure Travel and Tours
Extension Proposal Writing	1902 62 80 S	7-18-18	7-20-18	24.0	Technical	VSU- OVPRE
Training-Workshop on Events Management, Int	ernational Skills Republic Academy	3-11-19	3-13-19	24.0	Technical	International Skills Republic Academy
Training- Workshop on Travel Promotions Ser Academy	vices, International Skills Republic	3-10-19	3-10-19	8.0	Technical	International Skills Republic Academy
Training- Workshop on Travel Services, Intern	national Skills Republic Academy	3-9-19	3-9-19	8.0	Technical	International Skills Republic Academy
Housekeeping Services Trai	ning- Workshop	7-14-19	7-14-19	8.0	Technical	VSU-DTHM
uidelines Governing the Operations of Accommo Digital in the New Normal Webinar by Dept		5-20-20	5-20-20	8.0	Supervisory	Department of Tourism Region 8
Reinforcing Competencies of Eastern Visayas	Fourism Players "Health and Safety	7-28-20	7-29-20	16.0	Supervisory	Department of Tourism Region 8
Power Up: Leadership through Tough Times by	a a sun e e e	12-16-20	12-16-20	8.0	Managerial	Department of Tourism Region 8
ebinar for Tourism Officer and Micro Small and N Science Direct Article and Journals: Choosin	ng the Right One for your Research by	1-29-21	1-29-21	8.0	Supervisory	Elsevier
Goals, Principles and Dimension by Dept. Infinite Escapes Reboot: Digital Leadership Le	vel 2 Brand and Content Marketing	3-1-21	3-3-21	24.0	Managerial	Department of Tourism Region 8
Front Office Operations under the New Normal b inite Escapes Reboot: Sustainable Tourism Wel	oinar Series basic Sustainable Tourism	3-4-21	3-26-21	8.0	Supervisory Supervisory	Department of Tourism Region 8 Department of Tourism Region 8
Food Safety and Hygiene Se Infinite Escape Reboot: Reinforcing Competencie	THE PARTY OF THE P	3-26-21	5-20-21	8.0	Supervisory	United States Department of Agriculture
Research Associ	ation	6-17-21	6-17-21	8.0	Supervisory	Asian Tourism Research Association
(Write in for	(mm/dd/yyyy) From To		NUMBER OF HOURS	Supervisory/ Technical/etc)	(Write in full)	
48	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS		INCLUSIVE DATES OF ATTENDANCE		Type of LD (Managerial/	CONDUCTED/ SPONSORED BY
I. LEARNING AND DEVELOPMENT (L&I art from the most recent L&D/training program and inc) INTERVENTIONS/TRAINING P	ROGRAMS	ATTENDED		anagorial positions	
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VI VOLUM

34. Are you related by consanguinity or affinity to the appointin chief of bureau or office or to the person who has immediat Bureau or Department where you will be apppointed,				
a. within the third degree?		☐ YES ✓ NO		
b. within the fourth degree (for Local Government Unit - Ca	reer Employees)?	YES NO	IRAGU99A TO	
a. Have you ever been found guilty of any administrative of	fense?	☐ YES ☑ NO If YES, give details:		
b. Have you been criminally charged before any court?	☐ YES ☑ NO If YES, give details: Date Filed: Status of Case/s:			
6. Have you ever been convicted of any crime or violation of a by any court or tribunal?	☐ YES ☑ NO If YES, give details:			
37. Have you ever been separated from the service in any of the retirement, dropped from the rolls, dismissal, termination, e out (abolition) in the public or private sector?		YES V NO If YES, give details: 100 000 00000000000000000000000000000	ATRA Web ne	
a. Have you ever been a candidate in a national or local ele Barangay election)?	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 t election to promote/actively campaign for a national or local	t YES VO NO NO NO NO NO NO NO NO NO NO NO NO NO NO			
39. Have you acquired the status of an immigrant or permanen	☐ YES ☑ NO If YES, give details (country):			
 Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Ma 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972) 		tijn z Sm., ine Operal em MAccomic dati in Telatism pan a Un et Likew Normal Wabinar for Dapth of Telatism Regional Offi		
Are you a member of any indigenous group? Are you a person with disability?	0.5 25 4 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	☐ YES ✓ NO If YES, please specify: ☐ YES ✓ NO	100 × 130 (8)	
Are you a solo parent?	you a solo parent?			
41. REFERENCES (Person not related by consanguinity or affinity to applicant	nt /appointee)	E y lister to a naking a set 0		
NAME	ADDRESS	TEL. NO.		
CRIS EDREN DELA PEÑA	CEBU CITY	9275593998	_	
GLENNA NUÑEZ	MAHAPLAG, LEYTE	9762277984		
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42. I declare under oath that I have personally accomplished complete statement pursuant to the provisions of pertin Philippines. I authorize the agency head/authorized repr I agree that any misrepresentation made in this doc administrative/criminal case/s against me.	ent laws, rules and regulations of the resentative to verify/validate the contents	Republic of the Symmetry P.	NATRE	
Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.) PLEASE INDICATE ID Number and Date of Issuance Government Issued ID: DRIVERS LICENSE	SHOW SHOW	940 MAR 8		
ID/License/Passport No.: H12-14-001416	Signature (≸ign inside the b	MAZINA Š		
Date/Place of Issuance: 6/28/19 Baybay, Leyte	9-29-24 Date Accomplished	Right Thumbm	ark	
SUBSCRIBED AND SWORN to before me this	MAY 2024 , affiant exhibiting	g his/her validly issued government ID as indicated a		
NS 100 - B	Person Administering Oath	Section of the sectio		

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: August 2017-Present
- Position: Instructor I
- Name of Office/Unit: Department of Tourism and Hospitality Management
- Immediate Supervisor: Randy G. Omega
- Name of Agency/Organization and Location: Visayas State University, Baybay, Leyte
 - List of Accomplishments and Contributions (if any)
 - Successful partnership and extension services with LGU Merida
 - Made new industry partners for On-the-job training program
 - Summary of Actual Duties
 - Teaches Hospitality and Tourism subjects
 - Student Adviser
 - · Perform roles assigned by the department committee
 - Perform roles assigned in a committee by the University.
- Duration: September 2014-February 2016
- · Position: Branch Manager
- Name of Office/Unit: Freshberry Foods Incorporated-Goldilocks Baybay
- Immediate Supervisor: Ms. Girlie Aleli Rabaya
- Name of Agency/Organization and Location: CFI-Franchisee of Goldilocks Inc.
 - List of Accomplishments and Contributions (if any)
 - Increase daily sales
 - Summary of Actual Duties
 - Marketing and Promotions
 - Install marketing ads within the mall and city
 - Submit monthly and daily sales report
 - Handle customer complaints
 - Customer relations
 - Hire store personnel
 - Forecast purchase of products
 - Daily inventory
 - Manage branch personnel

- Duration: March 2012-August 2013
- Position: Branch Officer-In-charge
- Name of Office/Unit: RL Automotive
- Immediate Supervisor: Maria Nening Carpio
- Name of Agency/Organization and Location: RL Automotive, Quezon City
 - List of Accomplishments and Contributions (if any)
 - Increase daily sales
 - Summary of Actual Duties
 - Hire technical personnel
 - Marketing and Promotions
 - Make collaborations and partnerships with various car dealers
 - Make inventory of products
 - Submit monthly and daily sales report
 - Handle customer complaints
 - Customer Relations
- Duration: September 2011-March 2012
- Position: Marketing Assistant
- Name of Office/Unit: SM Storyland
- Immediate Supervisor: Ms. Andrietta Daniel
- Name of Agency/Organization and Location: Shopping Management Center Corporation, SM City Cebu
 - List of Accomplishments and Contributions (if any)
 - Increase daily sales
 - Successful launching of new products
 - Events hosting
 - Summary of Actual Duties
 - Marketing and Promotions
 - Install marketing ads within the mall
 - Submit monthly and daily sales report
 - Handle customer complaints and inquiries
 - Customer relations
 - Host mall events and parties
 - Assist in managing the amusement area.

SYRENE P. NAYRE

(Signature over Printed Name of Employee/Applicant)

Date: 0pn 29, 2024